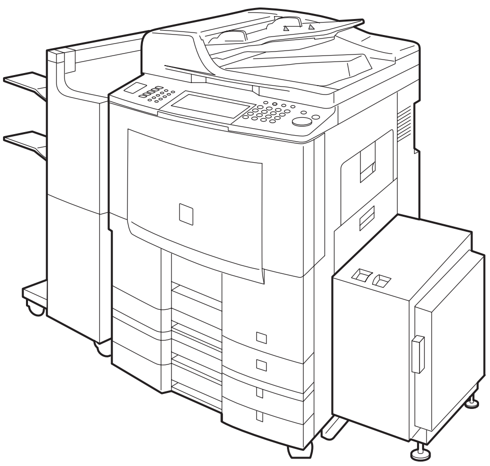
Panasonic®



Operating Instructions

(For Basic Operations)

Digital Imaging Systems

Model No. DP-8060 / 8045 / 8035

Copying
Scanning
Printing
Facsimile
Email
Internet Fax

WORKIO™

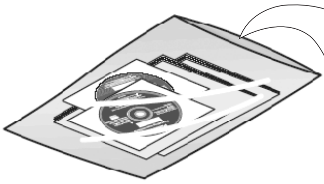
Before operating this machine, please carefully read this manual, and keep this documentation in a safe place for future reference.
(Illustration shows optional accessories that may not be installed on your machine.)

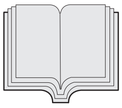
English

Product Overview
Copying
Printing
Network Scanning
Facsimile / Internet Fax/Email
Problem Solving
Replacing Consumables
Appendix

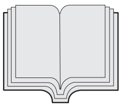
Operating Instructions

The following Operating Instruction manuals are included with this machine. Please refer to the appropriate manual and keep all manuals in a safe place for future reference. If you lose a manual, contact an authorized Panasonic dealer.

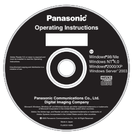

Accessories



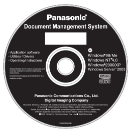
Operating Instructions (For Setting Up)
This manual contains essential information for setting up the machine.



Operating Instructions (For Basic Operations)
This manual contains essential information for proper operation of the machine.
It describes basic Copy, Print, Network Scan, Facsimile/Internet Fax/Email, and other functions.



Operating Instructions CD
Contains manuals with detailed information for Copy & Function Parameters, Facsimile/Internet Fax/Email Functions, and User Authentication.



Document Management System CD
Contains the Application Software, and manuals with detailed information for the Print function, and Application software.

Operating Instructions CD

Copy Function

Describes how to make a copy with creative features.

Function Parameters

Describes how to change the default settings of each function using the Control Panel of the machine.

Facsimile and Internet Fax/Email Function

(The Facsimile function is available when optional Fax Communication Board (DA-FG600) is installed.)
Describes how to send/receive a Facsimile/Internet Fax/Email, or describes the course of action to take when a trouble message appears, etc.

User Authentication

Describes how to enable, and use the user authentication function.

Document Management System CD

Print Function

Describes how to print, change default printer settings, or describes the course of action to take when a problem message appears, etc.

Application Software

Describes how to use the application software.

Ex: Quick Image Navigator, Network Scanner, Utilities (Network Status Monitor, Address Book Editor, Device Configuration Editor)

Memo

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Safety Information

For Your Safety

To prevent severe injury and loss of life, read this section carefully before using the Panasonic DP-8060/8045/8035 to ensure proper, and safe operation of your machine.

■ This section explains the Warnings and Cautions used in this Operating Instructions manual.

⚠ **WARNING**	Denotes a potential hazard that could result in serious injury, or death.
⚠ **CAUTION**	Denotes hazards that could result in minor injury, or damage to the machine.

■ This section also explains the graphic symbols used in this Operating Instructions manual.

⊘ ⊘ ⊘	These symbols are used to alert operators to a specific operating procedure that must not be performed.
● ●	These symbols are used to alert operators to a specific operating procedure that must be emphasized in order to operate the machine safely.
⚠	This symbol is used to alert operators to a heated surface that may cause burns and requires close attention.

⚠ WARNING

Power and Ground Connection Cautions

Ensure that the plug connection is free of dust. In a damp environment, a contaminated connector can draw a significant amount of current that can generate heat, and eventually cause fire over an extended period of time.

Always use the power cord provided with your machine. When an extension power cord is required, always use a properly rated cord.
● 120 V/15 A
If you use a cord with an unspecified current rating, the machine, or plug may emit smoke, or become hot to the touch externally.

Do not attempt to rework, pull, bend, chafe, or otherwise damage the power cord. Do not place a heavy object on the cord. A damaged cord can cause fire, or electric shocks.

Never touch a power cord with wet hands. Danger of electric shock exists.

If the power cord is broken, or insulated wires are exposed, contact your Service Provider for a replacement. Using a damaged cord can cause fire, or electric shocks.

Stop operation immediately if your machine produces smoke, excessive heat, unusual noise or smell, or if water is spilt onto the machine. These conditions can cause fire. Immediately switch Off and unplug the machine, and contact your Service Provider.

Do not disconnect, or reconnect the machine while it is on. Disconnecting a live connector can deform the plug and cause fire.

When disconnecting the machine, grasp the plug instead of the cord. Forcibly pulling on a cord can damage it, and cause fire, or electric shock.

When the machine is not used over an extended period of time, switch it Off and unplug it. If an unused machine is left connected to a power source for a long period, degraded insulation can cause electric shocks, current leakage or fire.

Be sure to switch Off and unplug the machine before accessing the interior of the machine for cleaning, maintenance or fault clearance. Access to a live machine's interior can cause electric shock.

Be sure to switch Off and unplug the machine before accessing the interior of the machine for accessing interface cables, maintenance or fault clearance. Access to a live machine's interior can cause electric shock.

Once a month, unplug the machine and check the power cord for the following. If you notice any unusual condition, contact your Service Provider.

- The power cord is plugged firmly into the receptacle.
- The plug is not excessively heated, rusted, or bent.
- The plug and receptacle are free of dust.
- The cord is not cracked or frayed.

If accessing the inner components of the machine to clear misfed paper, etc., exercise care not to touch heated areas, or you may get burned.

Operating Safeguards

Do not touch areas where these caution labels are attached to, the surface may be very hot and may cause severe burns.

Do not place any liquid container such as a vase or coffee cup on the machine. Spilt water can cause fire or shock hazard.

Do not place any metal parts such as staples or clips on the machine. If metal and flammable parts get into the machine, they can short-circuit internal components, and cause fire or electric shocks.

If debris (metal or liquid) gets into the machine, switch Off and unplug the machine. Contact your Service Provider. Operating a debris-contaminated machine can cause fire or electric shock.

Never open or remove machine covers that are secured with screws unless specifically instructed in the “Operating Instructions”. A high-voltage component can cause electric shocks.

Do not try to alter the machine configuration or modify any parts. An unauthorized modification can cause smoke or fire.

Consumable Safeguards

Never throw a toner cartridge into an open flame. Toner remaining in the cartridge can cause an explosion and you can get burnt.

Never throw toner or a waste toner container or a toner cartridge into an open flame. It can cause an explosion and you can get burnt.

Keep button batteries/stamp out of the reach of children. If a button battery/stamp is swallowed accidentally, get medical treatment immediately.

⚠ CAUTION

Installation and Relocation Cautions

Do not place the machine near heaters or volatile, flammable, or combustible materials such as curtains that may catch fire.

Do not place the machine in a hot, humid, dusty or poorly ventilated environment. Prolonged exposure to these adverse conditions can cause fire or electric shocks.

Place the machine on a level and sturdy surface that can withstand a weight of 302 lb (DP-8060/8045) / 295 lb (DP-8035). If tilted, the machine may tip-over and cause injuries.

When relocating the machine, contact your Service Provider.

When moving the machine, be sure to unplug the power cord from the outlet. If the machine is moved with the power cord attached, it can cause damage to the cord which could result in fire or electric shock.

Operating Safeguards

Do not place a magnet near the safety switch of the machine. A magnet can activate the machine accidentally, resulting in injuries.

Do not use a highly flammable spray or solvent near the machine. It can cause fire.

When copying a thick document, do not use excessive force to press it against the platen glass. The glass may break and cause injuries.

Never touch a labelled area found on or near the heat roller. You can get burnt. If a sheet of paper is wrapped around the heat roller, do not try to remove it yourself to avoid injuries or burns. Switch Off the machine immediately, and contact your Service Provider.

Do not use conductive paper, e.g. folding paper, carbonic paper and coated paper. When a paper jam occurs, they can cause a short circuit and fire.

Do not place any heavy objects on the machine. An off-balance machine can tip-over or the heavy object can fall, causing damage and/or injuries.

Keep the room ventilated when using the machine for an extended period of time to minimize the ozone density in the air.

When copying with the document cover open, do not look directly at the exposure lamp. Direct eye exposure can cause eye fatigue or damage.

Pull out paper trays slowly to prevent injuries.

When removing jammed paper, make sure that no pieces of torn paper are left in the machine. A piece of paper remaining in the machine can cause fire. If a sheet of paper is wrapped around the heat roller, or when clearing a jammed paper that is difficult or impossible to see, do not try to remove it by yourself. Doing so can cause injuries or burns. Switch Off the machine immediately, and contact your Service Provider.

Others

- ■ When clearing a paper jam or other fault, follow the appropriate procedure given in the Operating Instructions.

Safety Information

For Your Safety

⚠ CAUTION

Consumable Safeguards

Never heat the drum cartridge, or scratch its surface. A heated or scratched drum can be hazardous to your health.

Be sure to use the specified type of batteries only.

Ensure that batteries are installed with correct polarity. Incorrectly installed batteries can burst or leak, resulting in spillage or injuries.

Others

- The machine has a built-in circuit for protection against lightning-induced surge current. If lightning strikes in your neighborhood, maintain ample distance from the machine, and do not touch the machine until the lightning has stopped.
- If you notice flickering or distorted images or noises on your audio-visual units, your machine may be causing radio interference. Switch it Off and if the interference disappears, the machine is the cause of the radio interference. Perform the following procedure until the interference is corrected.
  - Move the machine and the TV and/or radio away from each other.
  - Reposition or reorient the machine and the TV and/or radio.
  - Unplug the machine, TV and/or radio, and replug them into outlets that operate on different circuits.
  - Reorient the TV and/or radio antennas and cables until the interference stops. For an outdoor antenna, ask your local electrician for support.
  - Use a coaxial cable antenna.

⚠ CAUTION

Denotes hazards that could result in minor injury or damage to the machine.

- TO REDUCE THE RISK OF SHOCK OR FIRE, USE ONLY NO. 26 AWG OR LARGER TELEPHONE LINE CABLE.
- DISCONNECT ALL POWER TO THE MACHINE BEFORE COVER(S) ARE REMOVED. REPLACE THE COVER(S) BEFORE THE MACHINE IS RE-ENERGIZED.

⚠ IMPORTANT SAFETY INSTRUCTIONS

When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following:

- DO NOT USE THIS PRODUCT NEAR WATER, FOR EXAMPLE, NEAR A BATH TUB, WASH BOWL, KITCHEN SINK OR LAUNDRY TUB, IN A WET BASEMENT OR NEAR A SWIMMING POOL.
- AVOID USING A TELEPHONE (OTHER THAN A CORDLESS TYPE) DURING AN ELECTRICAL STORM. THERE MAY BE A REMOTE RISK OF ELECTRIC SHOCK FROM LIGHTNING.
- DO NOT USE THE TELEPHONE TO REPORT A GAS LEAK IN THE VICINITY OF THE LEAK.
- USE ONLY THE POWER CORD AND BATTERIES INDICATED IN THIS MANUAL. DO NOT DISPOSE OF BATTERIES IN A FIRE. THEY MAY EXPLODE. CHECK WITH LOCAL CODES FOR POSSIBLE SPECIAL DISPOSAL INSTRUCTIONS. SAVE THESE INSTRUCTIONS.

SAVE THESE INSTRUCTIONS.

Precautions

⚠ Precautions

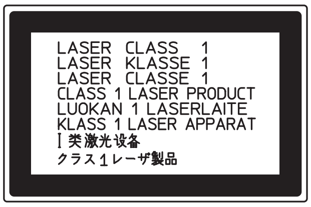
■ Laser Safety

LASER SAFETY

This unit employs a laser. Only qualified service personnel should attempt to service this device due to possible eye injury.

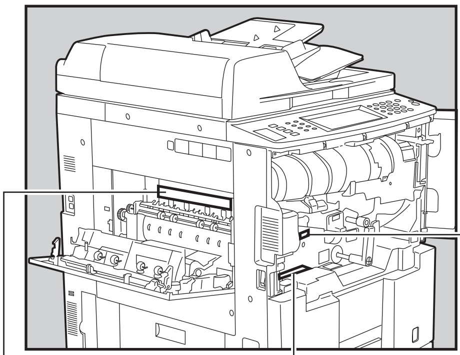
CAUTION:

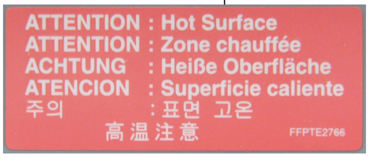
USE OF CONTROLS, ADJUSTMENTS OR PERFORMANCE PROCEDURES OTHER THAN THOSE SPECIFIED HEREIN MAY RESULT IN HAZARDOUS RADIATION EXPOSURE.



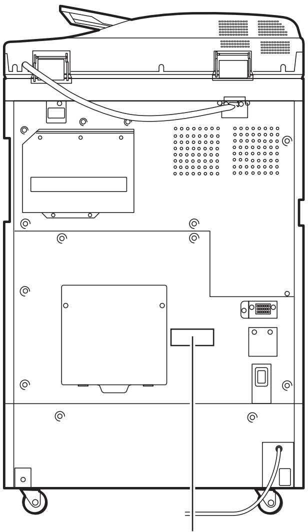
LASER CLASS 1
LASER KLASSE 1
LASER CLASSE 1
CLASS 1 LASER PRODUCT
LUOKAN 1 LASERLAITE
KLASS 1 LASER APPARAT
Ⅰ类激光设备
クラス1レーザ製品

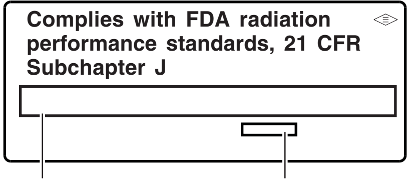
■ Caution Label





ATTENTION : Hot Surface
ATTENTION : Zone chauffée
ACHTUNG : Heiße Oberfläche
ATENCION : Superficie caliente
주의 : 표면 고온
高温注意
FFPTE2766

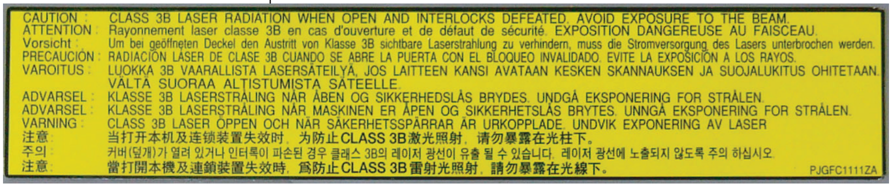




Complies with FDA radiation performance standards, 21 CFR Subchapter J

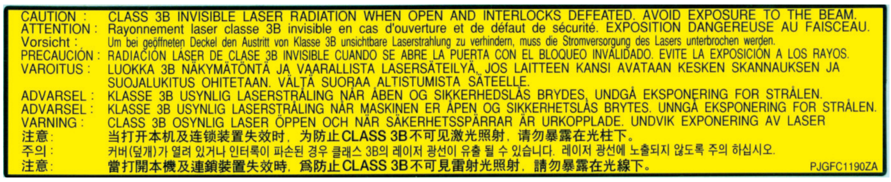
Manufacturer's Name and Address **Factory ID**

(For DP-8060/8045)

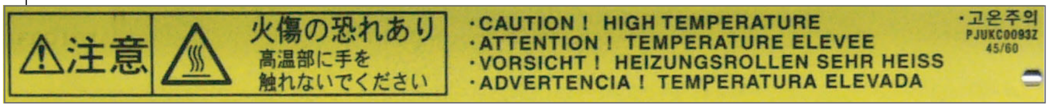


CAUTION : CLASS 3B LASER RADIATION WHEN OPEN AND INTERLOCKS DEFEATED. AVOID EXPOSURE TO THE BEAM.
ATTENTION : Rayonnement laser classe 3B en cas d'ouverture et de défaut de sécurité. EXPOSITION DANGEREUSE AU FAISCEAU.
Vorsicht : Um bei geöffneten Deckel den Austritt von Klasse 3B sichtbare Laserstrahlung zu verhindern, muss die Stromversorgung des Lasers unterbrochen werden.
PRECAUCIÓN : RADIACIÓN LÁSER DE CLASE 3B CUANDO SE ABRE LA PUERTA CON EL BLOQUEO INVALIDADO. EVITE LA EXPOSICIÓN A LOS RAYOS.
VAROITUS : LUOKKA 3B VAARALLISTA LASERSÄTEILYÄ, JOS LAITTEEN KANSI AVATAAN KESKEN SKANNAUKSEN JA SUOJALUKITUS OHITETAAN. VÄLTÄ SUORAA ALTISTUMISTA SÄTEELLE.
ADVARSEL : KLASSE 3B LASERSTRÅLING NÅR ÅBEN OG SIKKERHEDSLÅS BRYDES. UNDGÅ EKSPONERING FOR STRÅLEN.
ADVARSEL : KLASSE 3B LASERSTRÅLING NÅR MASKINEN ER ÅPEN OG SIKKERHETSLÅS BRYTES. UNNGÅ EKSPONERING FOR STRÅLEN.
VARNING : CLASS 3B LASER ÖPPEN OCH NÄR SÄKERHETSSPÄRRAR ÄR URKOPPLADE. UNDVIK EXPONERING AV LASER
注意 : 当打开本机及连锁装置失效时，为防止CLASS 3B激光照射，请勿暴露在光柱下。
주의 : 커버(덮개)가 열려 있거나 인터록이 파손된 경우 클래스 3B의 레이저 광선이 유출 될 수 있습니다. 레이저 광선에 노출되지 않도록 주의 하십시오.
注意 : 當打開本機及連鎖裝置失效時，爲防止CLASS 3B雷射光照射，請勿暴露在光線下。
PJGFC1111ZA

(For DP-8035)



CAUTION : CLASS 3B INVISIBLE LASER RADIATION WHEN OPEN AND INTERLOCKS DEFEATED. AVOID EXPOSURE TO THE BEAM.
ATTENTION : Rayonnement laser classe 3B invisible en cas d'ouverture et de défaut de sécurité. EXPOSITION DANGEREUSE AU FAISCEAU.
Vorsicht : Um bei geöffneten Deckel den Austritt von Klasse 3B unsichtbare Laserstrahlung zu verhindern, muss die Stromversorgung des Lasers unterbrochen werden.
PRECAUCIÓN : RADIACIÓN LÁSER DE CLASE 3B INVISIBLE CUANDO SE ABRE LA PUERTA CON EL BLOQUEO INVÁLIDADO. EVITE LA EXPOSICIÓN A LOS RAYOS.
VAROITUS : LUOKKA 3B NÄKYMÄTÖNTÄ JA VAARALLISTA LASERSÄTEILYÄ, JOS LAITTEEN KANSI AVATAAN KESKEN SKANNAUKSEN JA SUOJALUKITUS OHITETAAN. VÄLTÄ SUORAA ALTISTUMISTA SÄTEELLE.
ADVARSEL : KLASSE 3B USYNLIG LASERSTRÅLING NÅR ÅBEN OG SIKKERHEDSLÅS BRYDES. UNDGÅ EKSPONERING FOR STRÅLEN.
ADVARSEL : KLASSE 3B USYNLIG LASERSTRÅLING NÅR MASKINEN ER ÅPEN OG SIKKERHETSLÅS BRYTES. UNNGÅ EKSPONERING FOR STRÅLEN.
VARNING : CLASS 3B OSYNLIG LASER ÖPPEN OCH NÄR SÄKERHETSSPÄRRAR ÄR URKOPPLADE. UNDVIK EXPONERING AV LASER
注意 : 当打开本机及连锁装置失效时，为防止CLASS 3B不可见激光照射，请勿暴露在光柱下。
주의 : 커버(덮개)가 열려 있거나 인터록이 파손된 경우 클래스 3B의 레이저 광선이 유출 될 수 있습니다. 레이저 광선에 노출되지 않도록 주의 하십시오.
注意 : 當打開本機及連鎖裝置失效時，爲防止CLASS 3B不可見雷射光照射，請勿暴露在光線下。
PJGFC1190ZA



⚠注意
火傷の恐れあり
高温部に手を
触れないでください
·CAUTION ! HIGH TEMPERATURE
·ATTENTION ! TEMPERATURE ELEVEE
·VORSICHT ! HEIZUNGSROLLEN SEHR HEISS
·ADVERTENCIA ! TEMPERATURA ELEVADA
·고온주의
PJUKC0093Z
45/60

Precautions

For Your Safety

- ■ The maximum power consumption is 1.45 kW.
  A properly wired (grounded), dedicated, 15 A, 120 V AC outlet is required. Do not use an extension cord.
  The power cord on this machine must be used to disconnect the main power.
  Please ensure that the machine is installed near a wall outlet and is easily accessible.

Caution Note: Unplug the power cord from the wall outlet before removing covers.

Supplies

- ■ Store the Toner Cartridge and paper in cool areas with low humidity.
  - ● Use high quality 16 - 24 lb (Sheet Bypass: 15 - 35 lb) paper.
  - ● For optimum performance, it is recommended that only Panasonic Brand supplies are used in the machine.
  - ● Certain types of transparency film may not be compatible and may damage your machine.
    Consult with an authorized Panasonic dealer for advice regarding non-standard paper types.
    (Panasonic has tested “3M PP2500” transparency film and found it to be compatible.)
  - ● Panasonic recommends using high quality 16 - 24 lb paper, using an inferior paper may cause excessive paper curl, requiring you to empty out the Output Tray more often to avoid paper jams.
- ■ Use of other than genuine Panasonic supplies can damage the machine. This may void the warranty of the machine and supplies. Be sure to use only genuine Panasonic Toner designed for the machine.

Installation

- ■ The machine should not be installed in areas with the following conditions:
  - ● Extremely high or low temperature and humidity.
    Ambient conditions Temperature: 50-86 °F
    Relative humidity: 30-80 %
  - ● Where temperature and humidity can change rapidly, causing condensation.
  - ● Direct exposure to sunlight.
  - ● Directly in the air conditioning flow.
  - ● In areas of high dust concentration.
  - ● In areas of poor ventilation.
  - ● In areas with chemical fume concentration.
  - ● In areas with extreme vibration.
  - ● With unstable or uneven conditions (floors, etc.).

Illegal Copies

It is unlawful to make copies of certain documents.

Copying certain documents may be illegal in your country. Penalties of fines and/or imprisonment may be imposed on those found guilty. The following are examples of items that may be illegal to copy in your country.

- ● Bank notes and checks
- ● Bank and government bonds and securities
- ● Passports and identification cards
- ● Copyright material or trademarks without the consent of the owner
- ● Postage stamps and other negotiable instruments

This list is not inclusive and no liability is assumed for either its completeness or accuracy.
In case of doubt, contact your legal counsel.

Notice:
Install your machine near a supervised area to prevent illegal copies from being made.

Ventilation

■ The machine should be installed in a well-ventilated area to minimize the ozone density in the air.

Handling

■ Do not turn the Power Switch Off, or open the Front Cover during copying/printing.

■ Sleep/Shutdown Mode Notice

- The following functions will not work if the Sleep/Off Mode setting is set to the Shutdown mode.
  When using any of the following functions, we recommend that you leave the Sleep/Off
  Mode in the initial factory default setting (Sleep mode).
  - Printer Function (Local Parallel Port and Network Connections)
  - Internet Fax/Email Function
  - Facsimile Function (Option)

■ Key Operator Password

- The Initial Machine Modes can be checked or changed with the Function Modes, however, these modes require the Key Operator Password.

■ User Authentication

The User Authentication works for this machine under the management of the Windows Server. As a result, users must be authenticated before they can use the functions of the machine (copying, faxing, scanning, and printing). The supported authentication protocol is NTLM v2.

Users

- Users login to this machine using their Windows account (user name and password).

System Administrator

- The system administrator can manage user account by using Windows Server.
- User authentication can be set independently for each function (copying, faxing, scanning, and printing).

■ Dept. (Departmental) Code

When the Department Counter function is set up, the Dept. (Department) Code input screen is displayed on the LCD Display. A registered Department Code (1 to 8-digit) is required to gain access to each secured function, or the secured Copy/Fax/Scanner function(s) cannot be used. Please consult with the Key Operator regarding the Department Code(s) for the desired function.

Procedures :

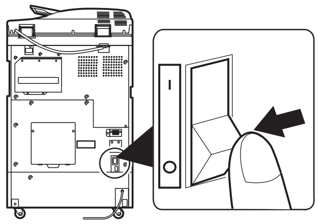
① Input a registered department code (1 to 8-digit).
② Press the SET or START key.

■ Maximum Copies Limitation

After setting the maximum allowed number of copies for each department, consult with your Key Operator when the total copy count reaches the designated limit and the “DEPT.MAXIMUM COPIES HAS BEEN REACHED” message appears on the LCD.

■ Power Switch

If you are not going to use the copier for long periods of time, turn OFF the Power Switch on the Left Side of the machine and wait 10 seconds then, turn OFF the Main Power Switch on the Rear Side of the machine.



■ Auto Reset Time

As the initial setting for Auto Reset Time is 1 minute, the selected operation mode goes back to default operation mode after 1 minute. If you wish to change the Auto Reset Time, consult with your Key Operator.

Security Suggestions for Key Operators

To maintain your machine's highly-sensitive document data secure from unauthorized users, machine access must be restricted, managed, and controlled from the initial machine installation, network connection, network configuration, and setup of security functions.
The designated Key Operators are instructed to perform the recommended security measures described below.

1. Key Operators are required to verify the identity of the manufacturer's service technician, or of an affiliated company's staff, or marketing company, by requesting their ID Card.

2. Always connect through a Firewall when installing your device on a network that is connected to the Internet.
   When connecting this device to a client PC, or a server, we recommend configuring your network environment with a switching hub to prevent your device from being wiretapped.

3. A Key Operator password is essential to maintaining the security of the machine.
   Key Operators are required to keep the password confidential, and in a safe place.
   To change the initial Key Operator password, refer to the Operating Instructions (For Copy & Function Parameters), and setup:
   [General Settings] → [09 Key Operator Mode] → [50 Key Operator Password]

4. Change the Hard Disk Drive Lock password from the initial setting.
   By setting a password, even is the hard disk drive is taken away, the password locked device prevents illicit retrieval of the data by unauthorized personnel.
   The Hard Disk Drive Lock password is required when the equipment is being repaired. Furthermore, it is essential that the Key Operator personally enter the password to maintain security of the password and prevent unauthorized users.
   To change the initial Hard Disk Drive Lock password, refer to the Operating Instructions (For Copy & Function Parameters), and setup:
   [General Settings] → [09 Key Operator Mode] → [51 HD Drive Lock Settings]

5. The documents stored in the Mail Box should be printed immediately. Upon printing, the document data is deleted, thus preventing unauthorized re-printing by a third party.
   For additional information, please refer to the Operating Instructions (For PCL Printer Driver), [Mail Box].

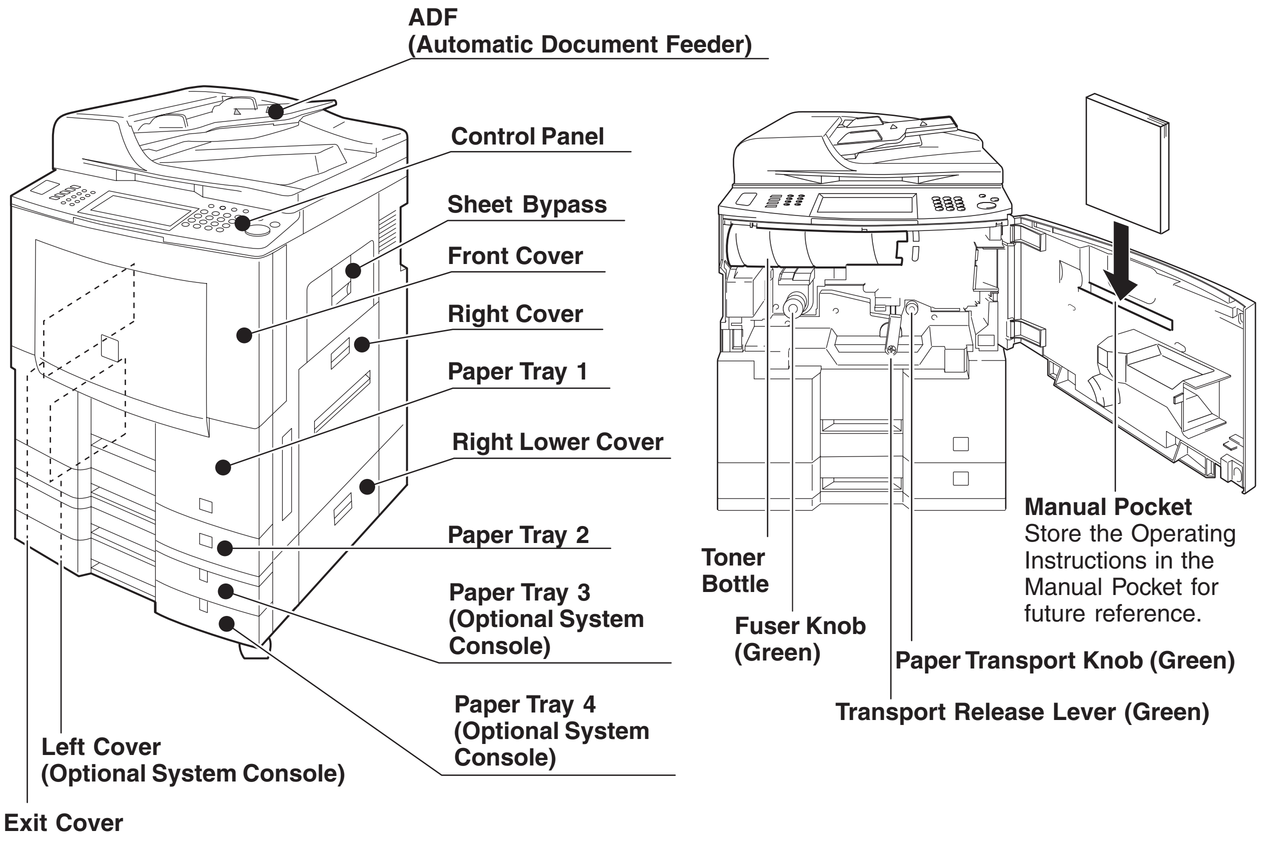
6. When disposing of this equipment, initialize the Hard Disk Drive, by overwriting and deleting the data area stored in the Hard Disk Drive.
   To initialize the Hard Disk Drive, refer to the Operating Instructions (For Copy & Function Parameters), and setup:
   [General Settings] → [09 Key Operator Mode] → [27 Hard Disk Initialize].

✻ The security settings on this equipment are restricted, and requires the input of an 8-digit Key Operator password to set, or change them. The initial password setting is 00000000 (8-digit). The password can be set arbitrarily.

The Key Operator plays a critical part in maintaining and controlling the security of the machine, and in prevention of its unauthorized access, therefore, it is of utmost importance that you understand the content described in the Operating Instructions, and that you follow the suggestions herein.

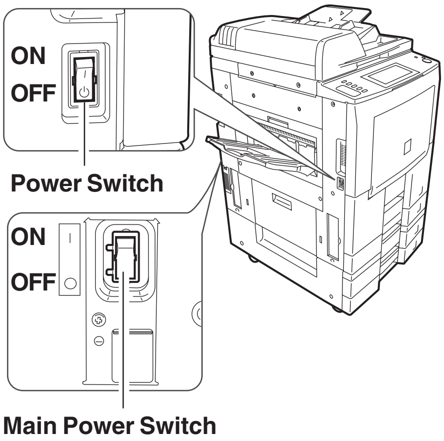
Memo

Outer/Inner View

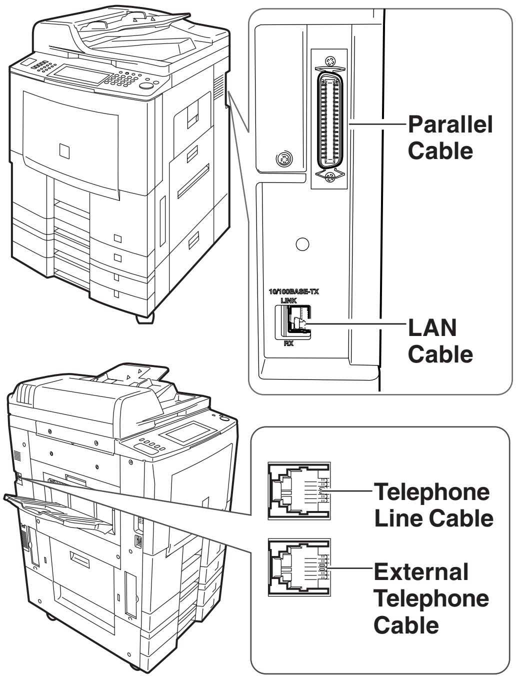

ADF
(Automatic Document Feeder)
Control Panel
Sheet Bypass
Front Cover
Right Cover
Paper Tray 1
Right Lower Cover
Paper Tray 2
Paper Tray 3
(Optional System
Console)
Paper Tray 4
(Optional System
Console)
Left Cover
(Optional System Console)
Exit Cover
Toner
Bottle
Fuser Knob
(Green)
Paper Transport Knob (Green)
Transport Release Lever (Green)
Manual Pocket

Store the Operating Instructions in the Manual Pocket for future reference.

- **Power Switches**

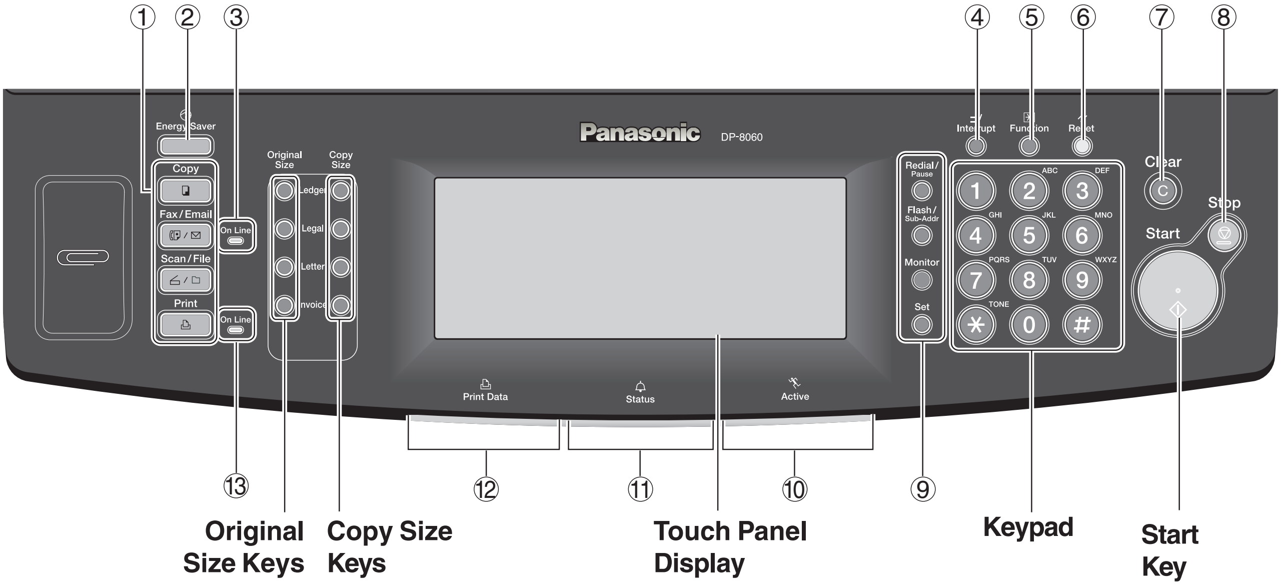

ON
OFF
Power Switch
ON
OFF
Main Power Switch

- **Interface Ports**


Parallel
Cable
10/100BASE-TX
LINK
RX
LAN
Cable
Telephone
Line Cable
External
Telephone
Cable

- Parallel Cable is used for Local Printer connection.
  Telephone Cable is used for connecting the optional Fax Communication Board (Order Number: DA-FG600) to the telephone line.

Control Panel


①
②
③
④
⑤
⑥
⑦
⑧
Energy Saver
Copy
Fax / Email
Scan / File
Print
On Line
On Line
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
Panasonic
DP-8060
Interrupt
Function
Reset
Redial / Pause
Flash / Sub-Addr
Monitor
Set
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
TONE
1
2
3
4
5
6
7
8
9
*
0
#
Clear
Stop
Start
Print Data
Status
Active
⑬
⑫
⑪
⑩
⑨
Original Size Keys
Copy Size Keys
Touch Panel Display
Keypad
Start Key

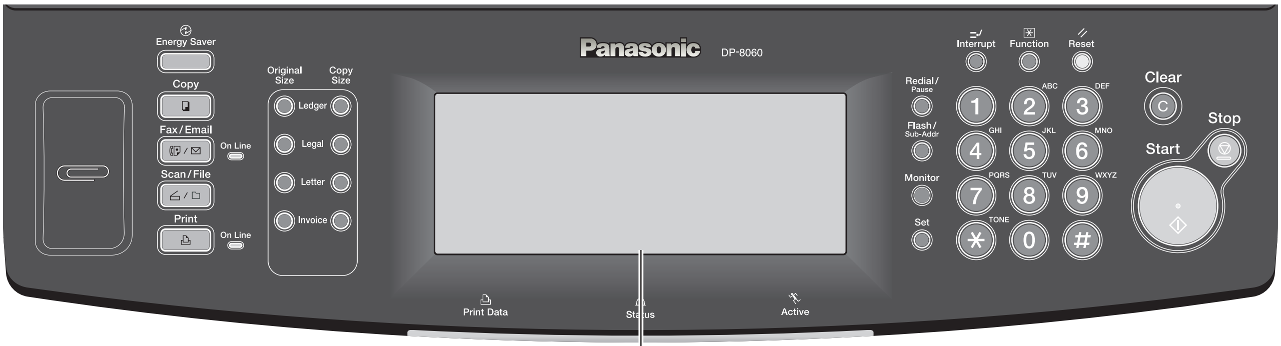
No.	Icon	Contents
①	Copy	**Copy Key** To use the unit as a photocopier.
	Fax / Email	**Fax/Email Key** To use the Facsimile/Internet Fax/Email function.
	Scan / File	**Scan/File Key** To use the Scan/File function.
	Print	**Print Key** Sets the Print function.
②	Energy Saver	**Energy Saver Key** Saves power while the copier is not in use.
③	On Line	**Fax/Email "On Line" LED** For Fax (Option)/Internet Fax/Email functions.
④	Interrupt	**Interrupt Key** Interrupts other copy or print jobs while making copies.
⑤	Function	**Function Key** Use when changing the initial function values (default values) and Key Operator settings.
⑥	Reset	**Reset Key** Resets all features to the initial power-on state.
⑦	Clear	**Clear Key** Clears the copy quantities, etc.
⑧	Stop	**Stop Key** Stops the Copy/Facsimile/Scan job run.
⑨	Redial / Pause Flash / Sub-Addr Monitor Set	**Fax (Option) Function Keys** Refer to the Getting to Know Your Machine in the Operating Instructions (For Facsimile and Internet Fax/Email Functions).
⑩	Active	**Active Icon/LED** The LED lights in GREEN when machine is active.
⑪	Status	**Status Icon/LED** The LED flashes in RED when trouble occurs. (See NOTE)
⑫	Print Data	**Print Data Icon/LED** The LED lights in GREEN when printing print data.
⑬	On Line	**Print "On Line" LED** For Print function.

NOTE

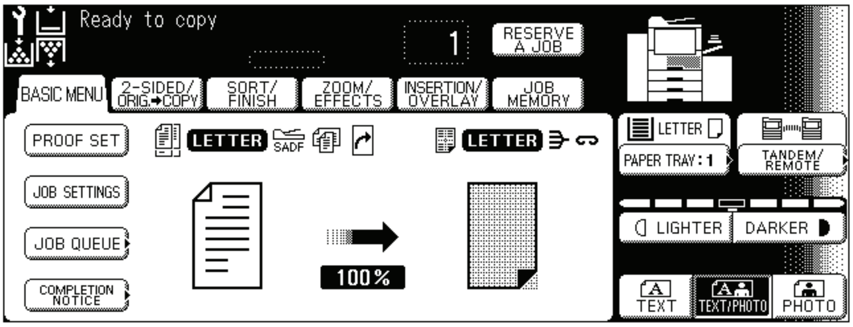
- When the machine detects a problem or an alarm status is activated, the ⑪ Status LED lights or begins to flash.
  LED Lights: Machine detected a trouble status
    - No paper in the selected tray, or toner has run out.
    - Machine detected trouble, such as paper misfed or jammed.

  LED Flashes: Machine detected an alarm status
    - No paper in the Tray. (Tray not selected)
    - Toner is getting low, etc.

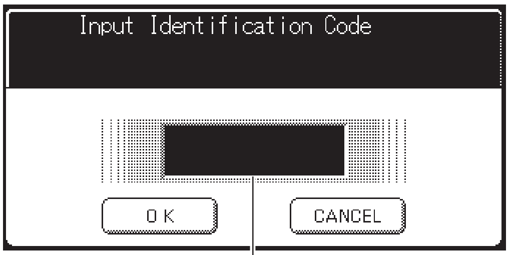
Touch Panel Display


Energy Saver
Copy
Fax/Email
Scan/File
Print
On Line
On Line
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
Panasonic
DP-8060
Print Data
Status
Active
Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
1
2 ABC
3 DEF
4 GHI
5 JKL
6 MNO
7 PQRS
8 TUV
9 WXYZ
*
0 TONE
#
Clear
C
Stop
Start

Touch Panel Display


Ready to copy
1
RESERVE A JOB
BASIC MENU
2-SIDED/ ORIG.→COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
PROOF SET
JOB SETTINGS
JOB QUEUE
COMPLETION NOTICE
LETTER
SADF
LETTER
100%
LETTER
PAPER TRAY : 1
TANDEM/ REMOTE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

- The above image shows everything is lit at the same time. This is for illustration purposes only, the machine will never have all icons, lit, or flashing at the same time. Refer to pages 17 to 20 for details of each function's image.


Input Identification Code
O K
CANCEL

Input an Identification Code with the Keypad.

When the Department Counter function is set up, the departmental Identification Code input screen is displayed on the Touch Panel Display. A registered departmental Identification Code (Max 8-digits) is required to gain access to each secured function, or the secured Copy/Fax/Scanner function(s) cannot be used. Please consult with the Key Operator regarding the departmental Identification Code(s) for the desired function.

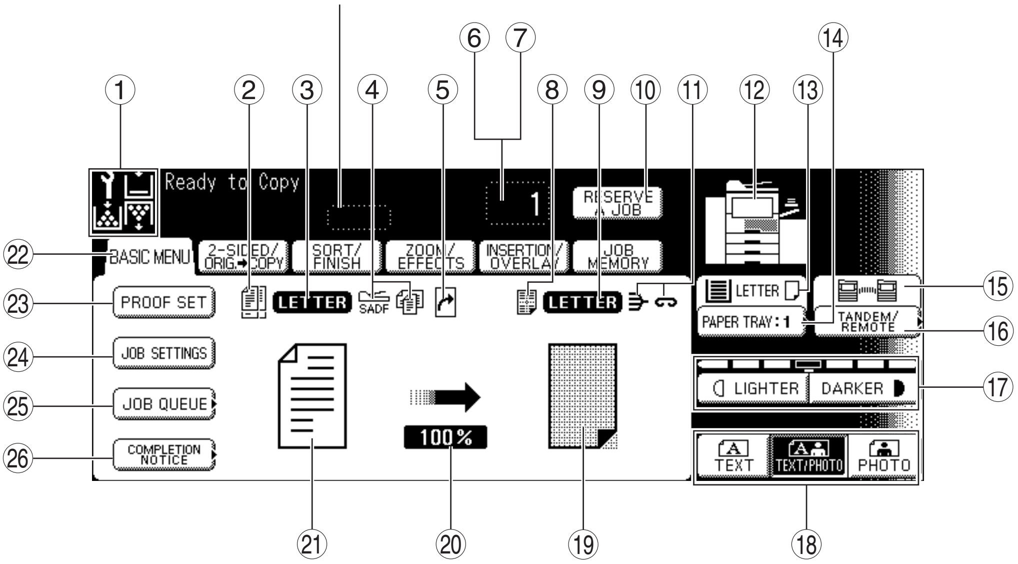
NOTE

- Use only gentle finger pressure to activate the Touch Panel Display. DO NOT USE SHARP OBJECTS such as pens, fingernails etc., as this may damage the panel.
- Touch Panel Display Brightness Adjustment:
  To adjust the brightness of the Touch Panel display, press and while holding down the "C" (Clear) key, keep pressing the "Original Size/Ledger" or the "Copy Size/Ledger" keys until the desired brightness is achieved.

  Original Size/Ledger : Dimmer
  Copy Size/Ledger : Brighter

Copy Function

Job Status Indicator
Ex.: Copying 3 sets.
The Indicator displays the progress of a job task as follows: 0/3 → 1/3 → 2/3 → 3/3


①
②
③
④
⑤
⑥
⑦
⑧
⑨
⑩
⑪
⑫
⑬
⑭
⑮
⑯
⑰
⑱
⑲
⑳
㉑
㉒
㉓
㉔
㉕
㉖
Ready to Copy
1
RESERVE A JOB
BASIC MENU
2-SIDED/ ORIG.→COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
PROOF SET
LETTER
SADF
LETTER
LETTER
PAPER TRAY : 1
TANDEM/ REMOTE
JOB SETTINGS
JOB QUEUE
COMPLETION NOTICE
100%
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

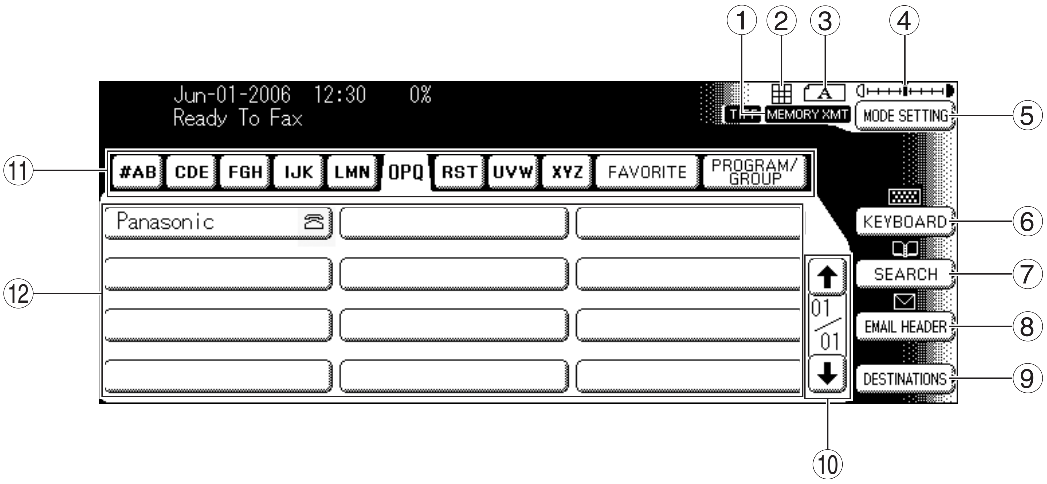
- The above image shows everything is lit at the same time. This is for illustration purposes only, the machine will never have all icons, lit, or flashing at the same time. Refer to pages 17 to 20 for details of each function's image.

■ Touch Panel Display Indications

No.	Contents	No.	Contents
①	Warning Indications : Call Service (Call your Service Provider) : Add Paper : Add Toner : Waste Toner	⑭	Paper Tray Selection Button
②	Original Image Icon	⑮	Tandem/Remote Button Indication
③	Original Size Indication	⑯	TANDEM/REMOTE Button
④	Multi-Size Feeding / Job Build and SADF Mode Indication	⑰	Contrast Buttons Contrast Indicator (7 levels) Copy contrast can be adjusted.
⑤	Rotate Mode Indication This is displayed when the orientation of the original and copy paper are not the same.	⑱	Original Mode Select Buttons The Original Mode setting is useful when copying photographs or illustrations with gray tones.
⑥	Number of Copies / Original(s)	⑲	Copy Direction and Paper Direction Indication
⑦	Machine / User Error Code Indication (E1-01, U13, etc.)	⑳	Copy Ratio Indication
⑧	Copy Image Icon	㉑	Original Direction Indication
⑨	Copy Size Indication	㉒	Function Categories
⑩	RESERVE A JOB Button	㉓	PROOF SET Button
⑪	Finisher Function's Indication	㉔	JOB SETTINGS Button Selected copy jobs will be indicated on the right side of the touch panel display.
⑫	Machine Outline with Tray Selection (Paper Tray and Output Tray)	㉕	JOB QUEUE Button
⑬	Paper Level and Size Indication	㉖	COMPLETION NOTICE Button

Touch Panel Display

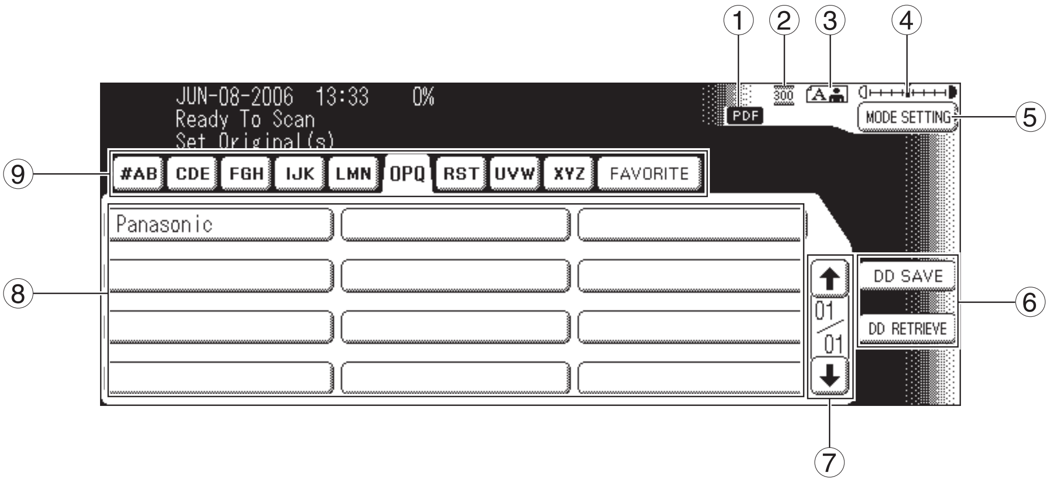
Fax (Option)/Internet Fax/Email Functions


①
②
③
④
Jun-01-2006 12:30 0%
Ready To Fax
MEMORY XMT
MODE SETTING
⑤
⑪
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
PROGRAM/GROUP
Panasonic
KEYBOARD
⑥
SEARCH
⑦
⑫
01
01
EMAIL HEADER
⑧
DESTINATIONS
⑨
⑩

■ Touch Panel Display Indications

No.	Contents	No.	Contents
①	File type and Transmit type	⑦	SEARCH Button Searches the Local/Global Directory.
②	Resolution Your machine is preset to Fine resolution, which is suitable for most documents. Use Fine or Super Fine for detailed documents.	⑧	EMAIL HEADER Button Set the address of CC/BCC/FROM.
③	Original Shows the type of original.	⑨	DESTINATIONS Button Confirm selected address.
④	Contrast Indication The scanning contrast densities which are set in the Mode Setting screen are displayed in 7 levels.	⑩	Scroll Buttons Displays the other destination screen of same alphabetical tab group.
⑤	MODE SETTING Button More setting can be configured by pressing the MODE SETTING Button.	⑪	Address Tabs Selects an alphabetical tab group from the Address Book.
⑥	KEYBOARD Button Allows manual input of the email address.	⑫	Destination Buttons Telephone numbers or Email addresses should be registered in advance.

Scan/File Functions

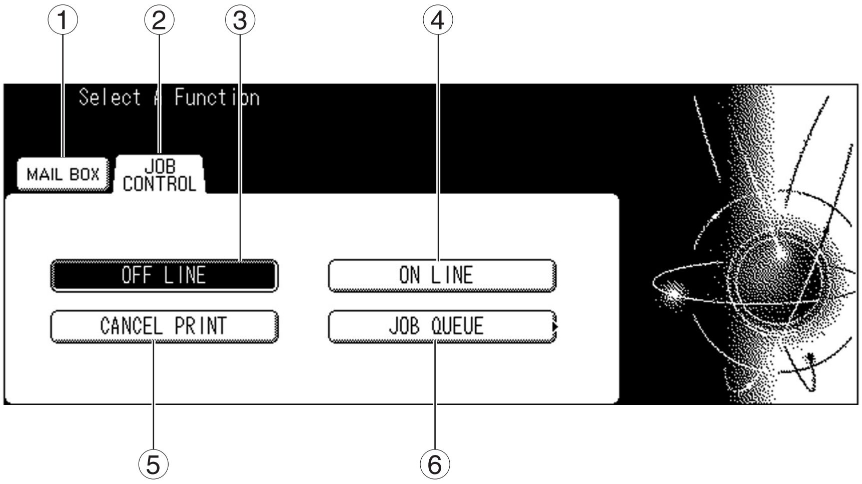

JUN-08-2006 13:33 0%
Ready To Scan
Set Original(s)
①
②
③
④
⑤
⑥
⑦
⑧
⑨
PDF
300
MODE SETTING
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
Panasonic
DD SAVE
DD RETRIEVE
01
01

■ Touch Panel Display Indications

No.	Contents	No.	Contents
①	File Type Displays the scanning file type (TIFF or PDF).	⑤	MODE SETTING Button More setting can be configured by pressing the MODE SETTING Button.
②	Resolution Your machine is preset to 300dpi resolution, which is suitable for most documents.	⑥	DD SAVE/DD RETRIEVE Buttons Optional DD Server Software (DA-WS20) is required. For more details, refer to the Operating Instructions (For DD Server).
③	Original Shows the type of original.	⑦	Scroll Buttons Displays the other destination screen of same alphabetical tab group.
④	Contrast Indication The scanning contrast densities which are set in the Mode Setting screen are displayed in 7 levels.	⑧	Destination Buttons Displays the registered destinations (PC/Email Address).
		⑨	Address Tabs Selects an alphabetical tab group from the Address Book.

Touch Panel Display

Print Function


①
②
③
④
Select a Function
MAIL BOX
JOB CONTROL
OFF LINE
ON LINE
CANCEL PRINT
JOB QUEUE
⑤
⑥

■ Touch Panel Display Indications

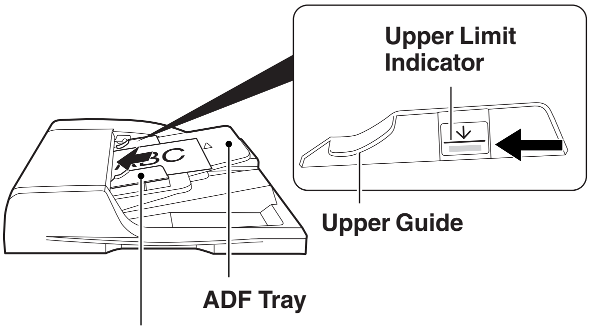
No.	Contents	No.	Contents
①	MAIL BOX Tab Allows you to use the Security Print function to start the printing job.	④	ON LINE Button Allows you to return your printer ON LINE after taking it OFF LINE with the OFF LINE Button.
②	JOB CONTROL Tab Allows you to select OFF LINE, ON LINE, CANCEL PRINT, JOB QUEUE functions.	⑤	CANCEL PRINT Button Allows you to cancel a print job before the printing has started.
③	OFF LINE Button Allows you to temporarily take your printer OFF LINE when you want to cancel a print job, etc.	⑥	JOB QUEUE Button Allows you to see the print jobs which are in progress or in the printing queue.

Placing Originals (Copy)

■ How to Place Originals

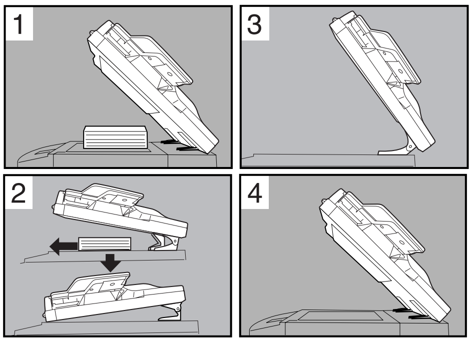
● On the ADF

Set the originals up to the upper limit indicator.


Upper Limit Indicator
Upper Guide
ADF Tray

Original Guides
Adjust to the original's width

When copying a thick Booklet, open the ADF and verify that the ADF Hinge was returned to original position if the rear of the ADF was raised.



Notice for ADF

- Once the originals are set, press Start key, and do not touch the originals as it may cause them to jam.
- Before setting the originals on the ADF, make sure they are free of clips or staples.

Originals that cannot be used

- Drawing papers, Transparencies, Labeling paper, Heavy weight papers, Thin Art papers, Film, Thermal papers

Inappropriate Originals

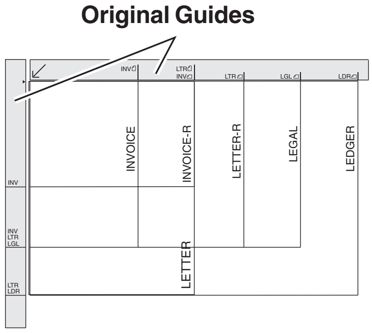
- Papers which are curled, ripped, creased, folded, punched, glued, stapled or self adhesive.
- Originals of assorted (mixed) width size (except for the combination of Ledger and Letter)
- Paste-ups
- Pressure sensitive or carbon backed papers
- Paper with excessive curl
- Stapled originals
- Freshly printed copies from a laser printer which is still wet with color ink or whiteout.
- Originals with fresh White-Out (Liquid paper correction fluid)

● On the Platen

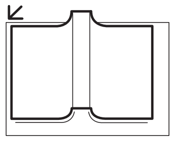
Notice for Platen

Align the original to top left corner mark (↙).

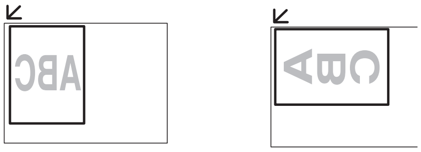
- If the original is not positioned properly, a portion of the original may not be copied.
- For originals smaller than 5.5" x 8.5" (Invoice) size, position the original within the 5.5" x 8.5" area and select 5.5" x 8.5".


Original Guides
INV
LTR INV
LTR
LGL
LDR
INVOICE
INVOICE-R
LETTER-R
LEGAL
LEDGER
LETTER
INV
INV LTR LGL
LTR LDR

Ex: Book Original



Ex: Sheet Original



Basic Copy Operation

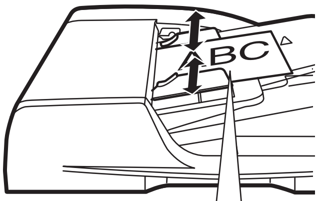
Making a Copy

Original and Copy size are automatically selected.

NOTE

- If the power is turned OFF, turn ON the Main Power Switch, and then turn ON the Power Switch.
- During the copy operation and after making copies, the fan motor may start spinning. This is a normal operation and is used to cool down the copier.
- When the desired size of paper is not set in the Paper Tray, use the sheet Bypass. (See page 55)

1 Place Original(s) on the ADF or Platen Glass.

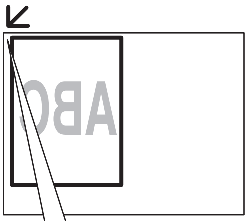


Face Up
Up to 85 sheets* (20 lb/Letter)

*70 Sheets : Invoice/Legal/Ledger

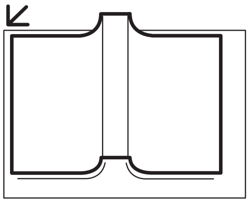
- When copying from the ADF, read the **Notice for ADF**. (See page 21)

Ex: Sheet Original



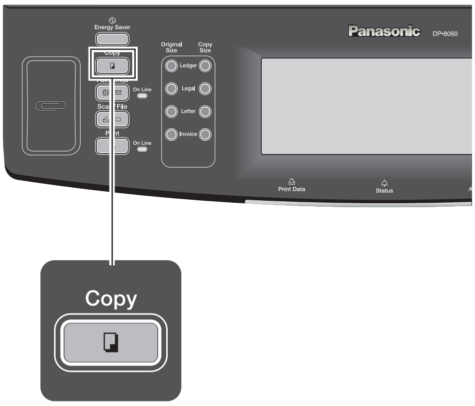
Face Down
Align with top left corner

Ex: Book Original

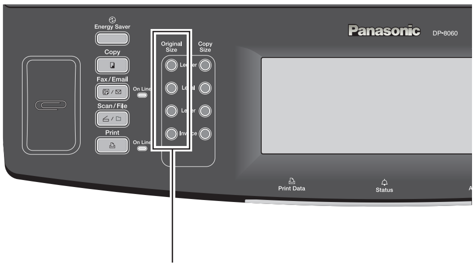


- When copying from the Platen Glass, read the **Notice for Platen**. (See page 21)

2 Press the **Copy** key if the machine is set to other function mode.

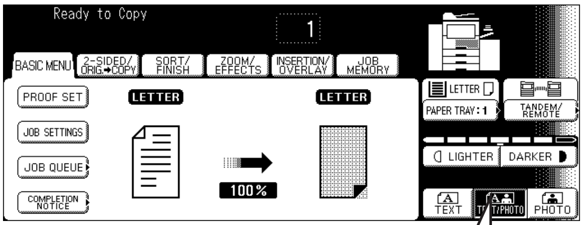

Energy Saver
Copy
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
On Line
Scan / File
Print
Panasonic
DP-8060
Print Data
Status
Copy

3 Select the Original size if original size is not detected correctly.

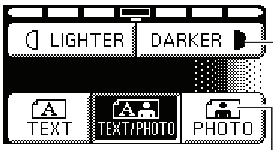

Energy Saver
Copy
Fax / Email
Scan / File
Print
On Line
Original Size
Copy Size
Panasonic
DP-8060
Print Data
Status

Original Size Keys

4 Select the required settings.


Ready to Copy
1
BASIC MENU
2-SIDED/ ORIG.→COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
PROOF SET
JOB SETTINGS
JOB QUEUE
COMPLETION NOTICE
LETTER
LETTER
100%
LETTER
PAPER TRAY : 1
TANDEM/ REMOTE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

Ex: Copy Contrast and Original Mode


LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

Adjust the Manual Contrast (7 levels)

LIGHTER or DARKER

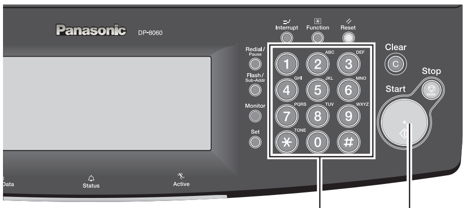
Select type of Original(s)

TEXT	Mainly Text
TEXT/PHOTO	Text and Photo combined
PHOTO	Mainly Photo

- For other mode settings, refer to the Operating Instructions (For Copy & Function Parameters)
- When clearing the copy mode settings, press the **Reset** key. (See NOTE)

---

5 Enter the desired number of copies, and then press the **Start** key.


Panasonic
DP-8060
Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
TONE
1
2
3
4
5
6
7
8
9
*
0
#
Clear
C
Stop
Start
Data
Status
Active

Start Key

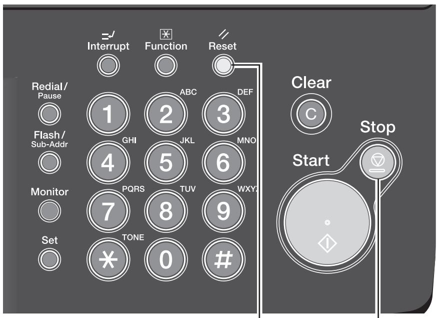
Number of copies (Up to 999)

- **Clear** Key
  When changing the number of copies, press the **Clear** key and reenter the corrected number of copies.

- Number of Copies
  The maximum number of copies is up to 999 (3 digits with keypad).
  When the optional Fax Communication Board (DA-FG600) is installed:
  During the copy mode, if you input 4-8 digit numbers, they will be interpreted as being a phone number and displayed on the LCD, then the machine will switch to the Fax mode.

NOTE

- To stop the copy job, press the **Stop** key.
  The cancellation message will appear on the LCD. Follow the instructions on the Touch Panel Display.


Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
TONE
1
2
3
4
5
6
7
8
9
*
0
#
Clear
C
Stop
Start

Reset Key

Stop Key

- Memory Full
  If memory overflows during original scanning, the message “Cannot Complete Job / Exceeds Memory Capacity / Output Current Pages? 1:YES 2:NO” will be displayed on the LCD. If this occurs, follow the instructions on the LCD. If this occurs frequently, adding optional memory is recommended, consult with an authorized service provider.

Printing from PC

Printing from Windows Applications

■ Operation Chart

1. Installing the Printer Driver software and setting up the Printer Driver.
   - Refer to the Operating Instructions (For Setting Up) provided with another booklet.

⇩

2. If more than one printer is installed on your PC, select the Printer as installed in step 1.
   - If it is not set to the default printer, refer to the following steps. (ex.Windows XP/Server 2003)
     (1) Click the “**Start**”, select “**Printers and Faxes**”, and then click the Printer icon.
     (2) Right-click on the desired printer icon, and then select “**Set as Default Printer**” in popup menu. The check mark next to the printer icon denotes a Default Printer.

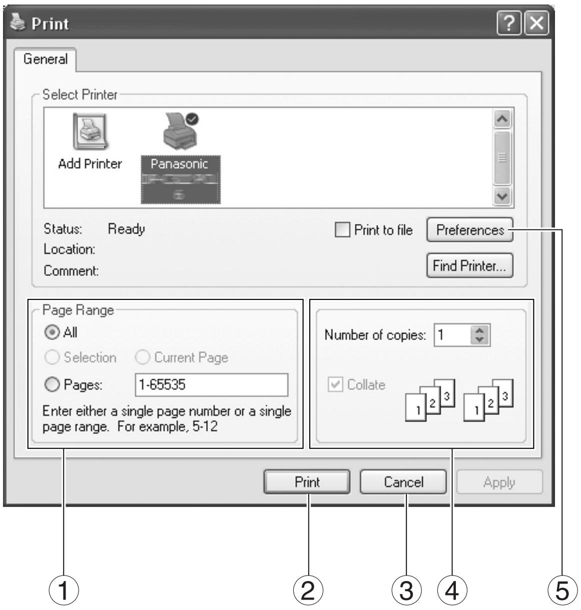
⇩

3. Select the required settings.
   Ex. Page range, number of copies, etc.
   (See right column)

⇩

4. Click **Print** to start printing the document(s) from the PC.

■ Selecting the required settings



Status: Ready
Location:
Comment:
○ Pages: 1-65535
Enter either a single page number or a single page range. For example, 5-12
Number of copies: 1

No.	Contents	Contents
①	Page Range	**All** : Prints all pages. **Selection** : Prints displayed area on the PC screen. **Current Page** : Prints displayed page. **Pages** : Prints selected pages.
②	Print	Starts to printing document(s).
③	Cancel	Closes the print dialog box.
④	Number of copies	**Number of copies** : 1-999 **Collate** : Printed multiple documents are sorted automatically.
⑤	Preferences	Selecting other settings. ● Refer to the Operating Instructions (For Software (Printer Driver)) on the provided CD-ROM.

NOTE

- The screen image that appears on your PC display may vary, depending on the application software you are using.

Network Scanner

■ Operation Chart

1. Installing the Panasonic Document Magagement System.
   - ● The Quick Image Navigator and Communications Utility are required for Network Scanner function, refer to the Operating Instructions (For Setting Up) provided with another booklet.

2. Set up the Communications Utility software.
   - ● Refer to the Operating Instructions (For Setting Up) provided with another booklet.

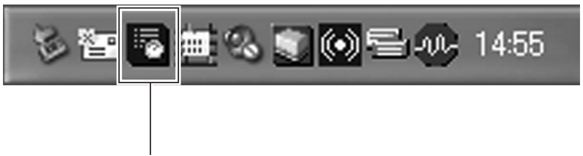
3. Check the Communications Utility icon is indicated onto the task bar of your PC.
   - ● If the Communications Utility icon is not indicated, start the Communications Utility software. (See right column)

4. Scan the document to your PC. (See pages 26-27)

Start up the Communications Utility

1 Click **Start** button, select **All Programs** -> **Panasonic** -> **Panasonic Document Management System**, and then select **Communications Utility**.

2 Check the Communications Utility icon is indicated on the task bar.

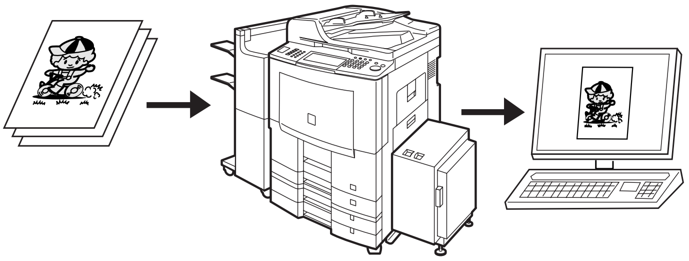


● Do not turn OFF the Communications Utility icon while the Network Scanner is operating.

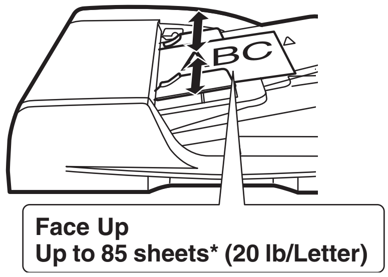
Network Scanner

Scanning the Document to Your PC

Scanned data will be directly transferred to your PC. By using the optional installed software (Panasonic Document Management System), you can view or edit the scanned data on your PC.



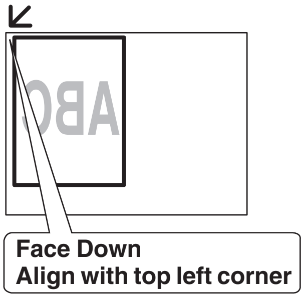
1 Place Original(s) on the ADF or Platen Glass.



Face Up
Up to 85 sheets* (20 lb/Letter)

*70 Sheets : Invoice/Legal/Ledger

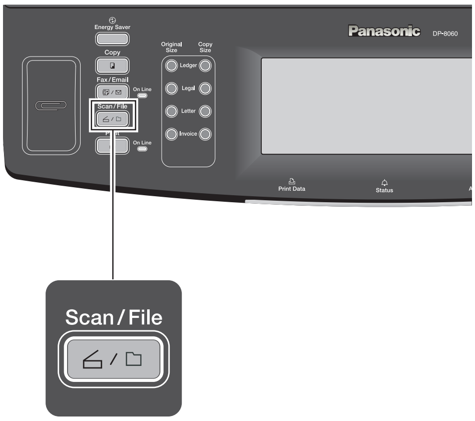
- When scanning from the ADF, read the **Notice for ADF**. (See page 21)



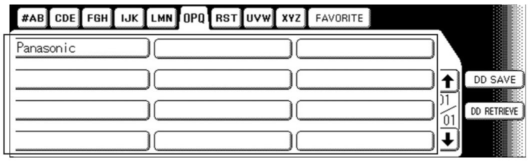
Face Down
Align with top left corner

- When scanning from the Platen Glass, read the **Notice for Platen**. (See page 21)

2 Press the **Scan/File** key.

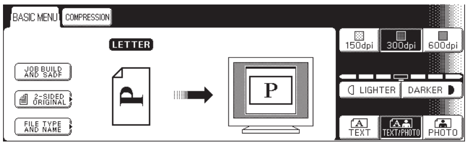

Energy Saver
Copy
Fax / Email
Scan / File
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
On Line
Panasonic
DP-8060
Print Data
Status
Scan / File

3 Select the destination (PC) for the scanned data.


#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
Panasonic
DD SAVE
DD RETRIEVE

- If the Panasonic Communications Utility software is not started on your PC, a destination is not shown on the Touch Panel Display.

4 Select the Scanner mode setting.


BASIC MENU
COMPRESSION
JOB BUILD AND SADF
2-SIDED ORIGINAL
FILE TYPE AND NAME
LETTER
150dpi
300dpi
600dpi
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

5 Press the **Start** key.

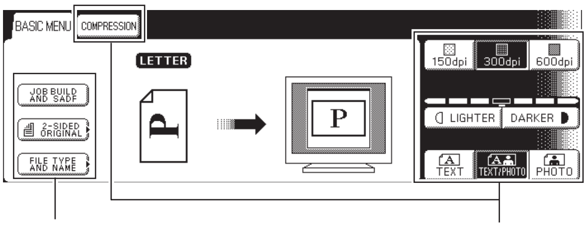
Panasonic
Clear
Stop
Start

Start Key

The scanned data will be transferred to the PC, then the scanner reception notice appears on the PC's monitor.

- For more details, refer to the operating instructions (for Quick Image Navigator) on the provided CD-ROM.

■ Selecting the Scanner Mode

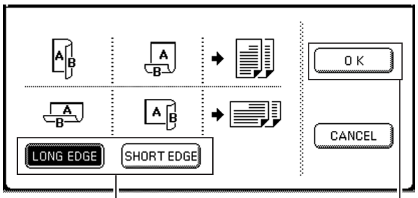

BASIC MENU
COMPRESSION
LETTER
JOB BUILD AND SADF
2-SIDED ORIGINAL
FILE TYPE AND NAME
150dpi
300dpi
600dpi
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

See below

See right column

JOB BUILD AND SADF
For scanning a thin original from the ADF.

2-SIDED ORIGINAL
For scanning 2-sided original.

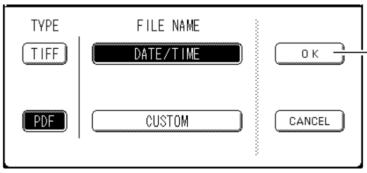

OK
CANCEL
LONG EDGE
SHORT EDGE

① Select Binding Position

② Select "**OK**"

FILE TYPE AND NAME
For changing Scanning File Type and/or File Name.

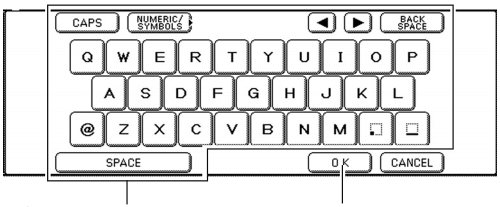
- File name is date and time (mm/dd/yy) in the default setting.


TYPE
FILE NAME
TIFF
DATE/TIME
OK
PDF
CUSTOM
CANCEL

① Select a file type (TIFF or PDF)

④ Select "**OK**".

When CUSTOM is selected.


CAPS
NUMERIC/SYMBOLS
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
OK
CANCEL

② Input a file name (Max. 20 characters)

③ Select "**OK**".

- Refer to **How to use the Keyboard**, in the Address Book section. (See page 30)

Resolution* (150/300/600dpi)

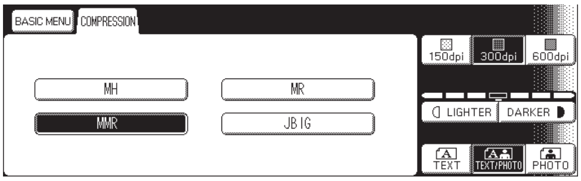
Contrast (7 levels)

Original Mode
TEXT : Mainly text
TEXT/PHOTO : Text/Photo mixed
PHOTO : Mainly photo

***150dpi: Text mode only.**

To scan smaller characters (8-point or smaller) clearly, select TEXT mode, and then select 600 dpi. Since the file size increases with higher resolutions, the transfer time becomes longer depending on the specifications of the network, and the computer you are using.

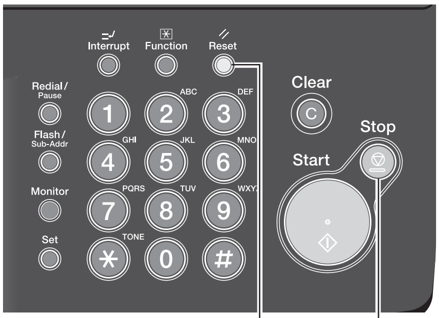
When **COMPRESSION** is selected.


BASIC MENU
COMPRESSION
MH
MR
MMR
JBIG
150dpi
300dpi
600dpi
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

MH	Modified Huffman format: Lowest compression
MR	Modified Read format: Higher compression than MH
MMR	Modified MR format: Higher compression than MR
JBIG	Joint Bi-level Image format: Higher compression than MMR

NOTE

- When clearing the scanning mode settings, press the **Reset** key.
- To stop the scanning job, press the **Stop** key.


Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
Clear
Stop
Start
1 2 ABC 3 DEF
4 GHI 5 JKL 6 MNO
7 PQRS 8 TUV 9 WXYZ
* 0 TONE #

Reset Key

Stop Key

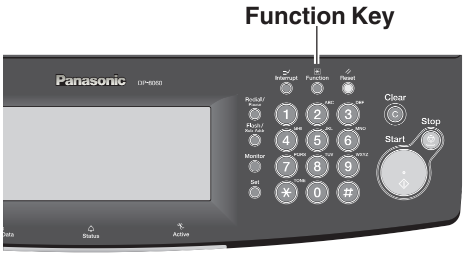
Address Book (Facsimile)

Creating an Address Book

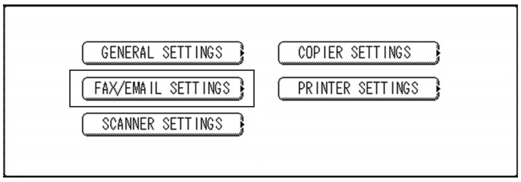
NOTE

- For details on how to edit a registered address, refer to **Address Book** in the Operating Instructions (For Facsimile and Internet Fax/Email Functions) on the provided CD-ROM.
- Up to 1,000 addresses can be registered.

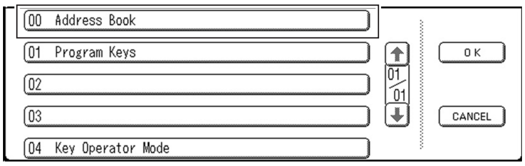
1 Press the **Function** Key.


Function Key
Panasonic
DP-8060
Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
Clear
Stop
Start
Data
Status
Active

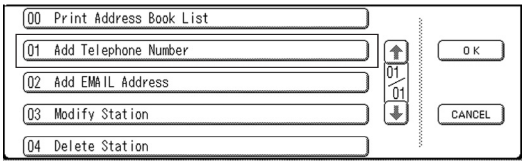
2 Select **"FAX/EMAIL SETTINGS"**.


GENERAL SETTINGS
COPIER SETTINGS
FAX/EMAIL SETTINGS
PRINTER SETTINGS
SCANNER SETTINGS

3 Select **"00 Address Book"**.

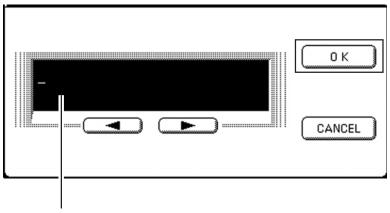

00 Address Book
01 Program Keys
02
03
04 Key Operator Mode
01
01
OK
CANCEL

4 Select **"01 Add Telephone Number"**.


00 Print Address Book List
01 Add Telephone Number
02 Add EMAIL Address
03 Modify Station
04 Delete Station
01
01
OK
CANCEL

5 Enter a telephone number (up to 36 digits), and then select **"OK"**.

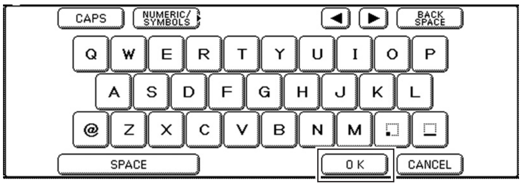
For Facsimile



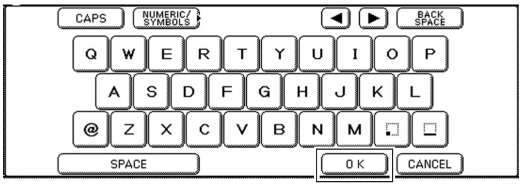
Enter a telephone number with the Keypad.

- When changing a number, move a cursor (_) to the right side of the incorrect number, and then press **Clear** key.

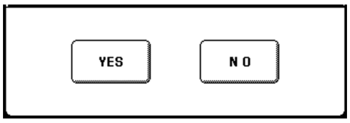
6 Enter the name of the destination (up to 15 characters), and then select **"OK"**.


CAPS
NUMERIC/SYMBOLS
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
OK
CANCEL

7 Enter the Key Name of the Address Book (up to 15 characters), and then select **"OK"**.

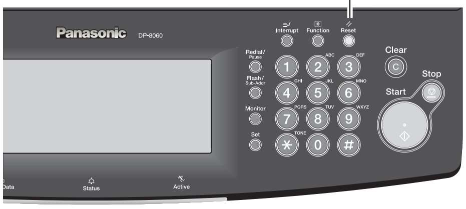

CAPS
NUMERIC/SYMBOLS
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
OK
CANCEL

8 Select whether you wish to add this Telephone Number to Favorites.



---

9 **To enter other Fax numbers:**
Repeat steps 5 to 8
or
To exit this setting mode:
Press **Reset** Key.


Reset Key
Panasonic
DP-8060
Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
Clear
Stop
Start
Data
Status
Active

memo:

Address Book (Internet Fax/Email)

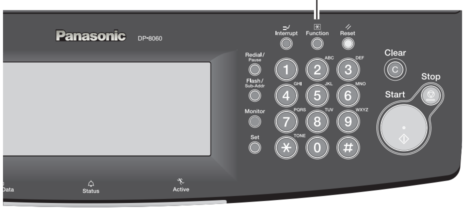
Creating an Address Book

NOTE

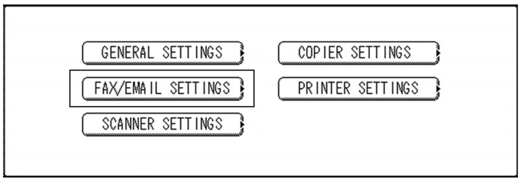
- For details on how to edit a registered address, refer to **Address Book** in the Operating Instructions (For Facsimile and Internet Fax/Email Functions) on the provided CD-ROM.
- Up to 200 addresses can be registered.

1 Press the **Function** Key.

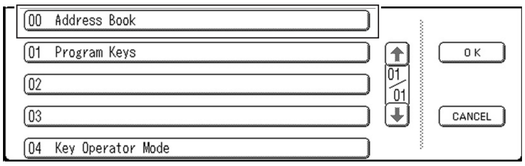
Function Key


Panasonic
DP-8060
Interrupt
Function
Reset
Clear
Stop
Start
Redial/Pause
Flash/Sub-Addr
Monitor
Set
Status
Active

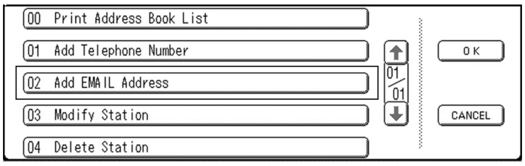
2 Select **"FAX/EMAIL SETTINGS"**.


GENERAL SETTINGS
COPIER SETTINGS
FAX/EMAIL SETTINGS
PRINTER SETTINGS
SCANNER SETTINGS

3 Select **"00 Address Book"**.

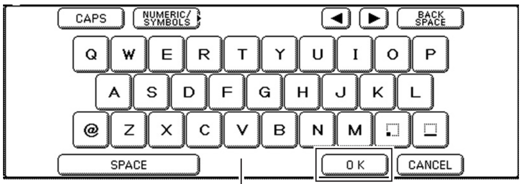

00 Address Book
01 Program Keys
02
03
04 Key Operator Mode
01
01
OK
CANCEL

4 Select **"02 Add EMAIL Address"**.


00 Print Address Book List
01 Add Telephone Number
02 Add EMAIL Address
03 Modify Station
04 Delete Station
01
01
OK
CANCEL

5 Enter an Email address (up to 60 characters), and then select **"OK"**.

For Internet Fax/Email


CAPS
NUMERIC/SYMBOLS
◀
▶
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
OK
CANCEL

Enter an Email address with the Keyboard.

How to use the Keyboard

CAPS: Selecting a lower or upper case letter.

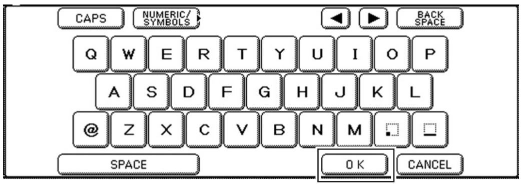
NUMERIC/SYMBOLS:
Entering number/symbol characters.

◀ ▶ : Moving a cursor (_).

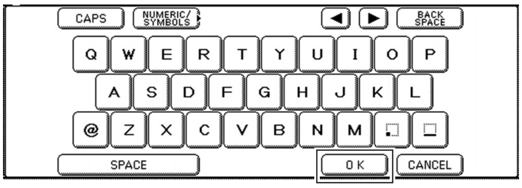
BACK SPACE:
Deleting character.

- When changing number, move cursor (_) to the right side of the incorrect character, and then select **"BACK SPACE"**.

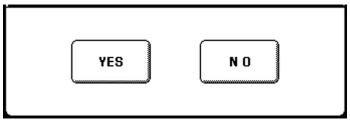
6 Enter the name of the destination (up to 15 characters), and then select **"OK"**.


CAPS
NUMERIC/SYMBOLS
◀
▶
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
OK
CANCEL

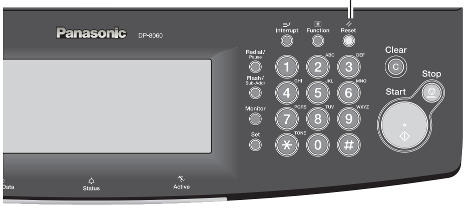
7 Enter the Key Name of the Address Book (up to 15 characters), and then select **"OK"**.


CAPS
NUMERIC/SYMBOLS
◀
▶
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
OK
CANCEL

8 Select whether you wish to add this email address to Favorites.



9 **To enter other Email addresses:**
Repeat steps 5 to 8
or
To exit this setting mode:
Press **Reset** Key.


Reset Key
Panasonic
DP-8060
Interrupt
Function
Reset
Redial/Pause
Flash/Sub-Addr
Monitor
Set
Clear
Stop
Start
1
2
3
4
5
6
7
8
9
0
#
Data
Status
Active

memo:

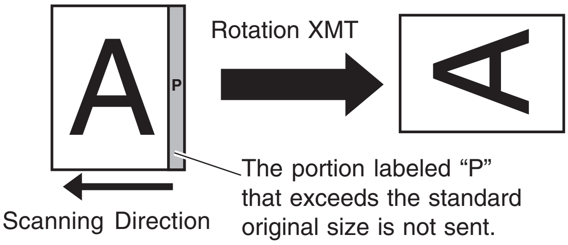
Placing Originals (Facsimile/Internet Fax/Email)

■ How to Place Originals

● On the ADF/Platen (See page 21)

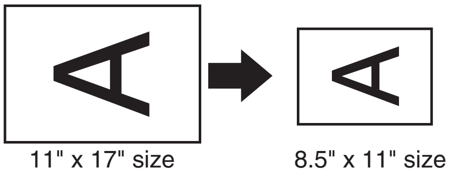
● Sending Non-Standard Size Originals

When transmitting non-standard size original(s), the machine may perform Rotate Transmission automatically and not transmit the portion of the original that exceeds the standard size (“P” portion).


A
P
Rotation XMT
A
Scanning Direction
The portion labeled “P” that exceeds the standard original size is not sent.

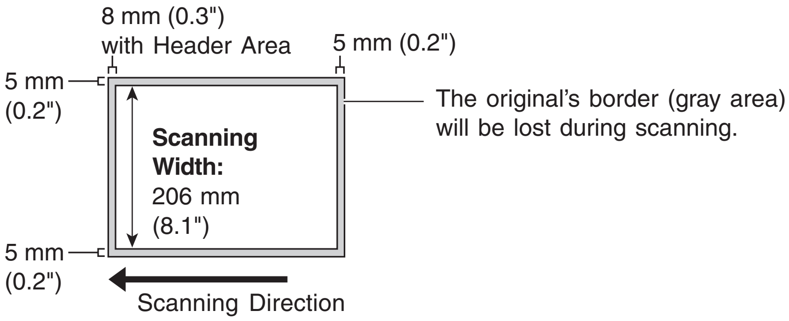
- When an oversized original is sent to another machine, sometimes, it is reduced in accordance with the other party’s recording paper size.

Ex:


A
A
11" x 17" size
8.5" x 11" size

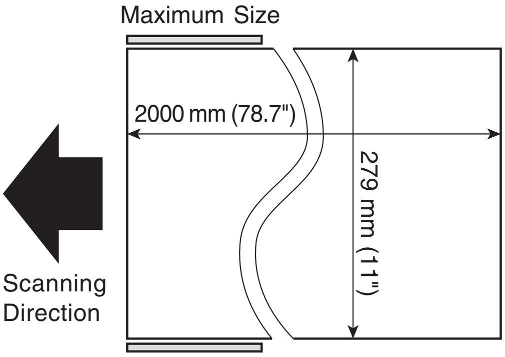
● Scanning Area

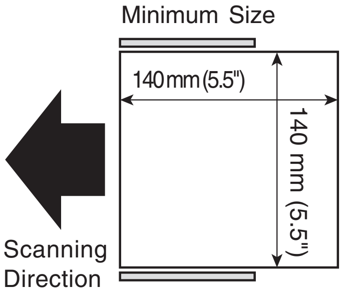
Ex:
Original Width:
216 mm (8.5")


8 mm (0.3")
with Header Area
5 mm (0.2")
5 mm
(0.2")
The original’s border (gray area) will be lost during scanning.
Scanning
Width:
206 mm
(8.1")
5 mm
(0.2")
Scanning Direction

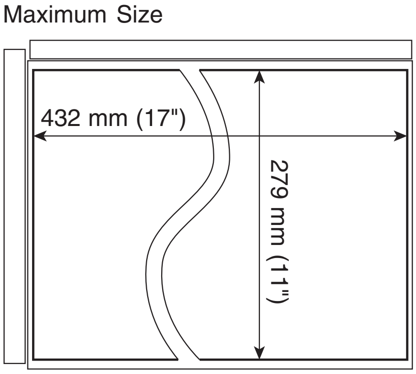
● Original Size

From the ADF


Maximum Size
2000 mm (78.7")
279 mm (11")
Scanning
Direction

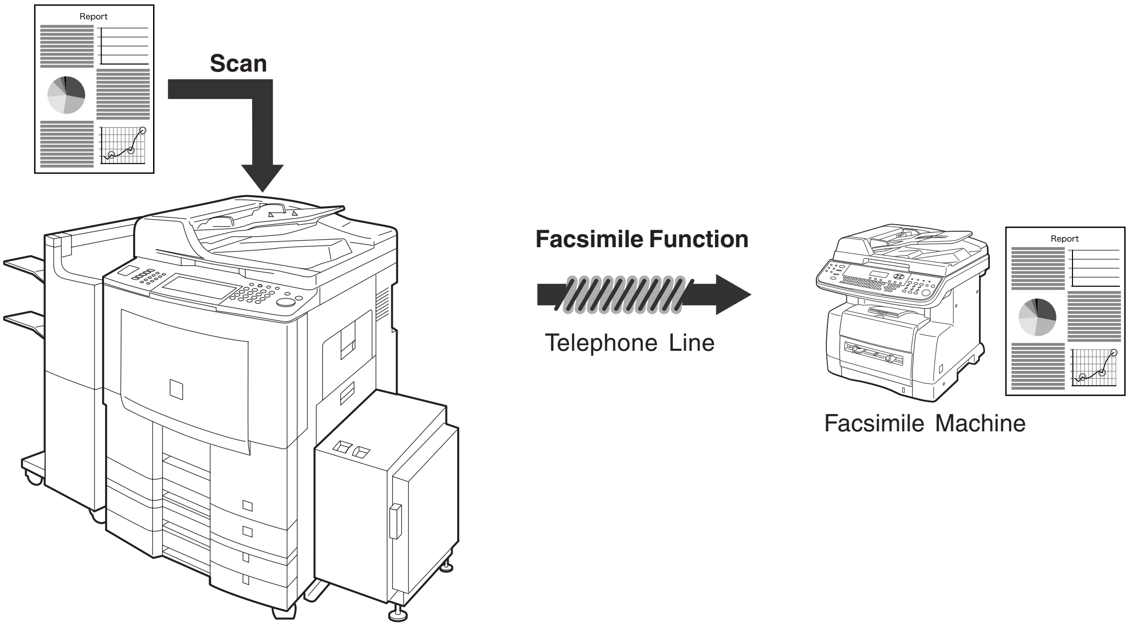

Minimum Size
140 mm (5.5")
140 mm (5.5")
Scanning
Direction

From the Platen Glass

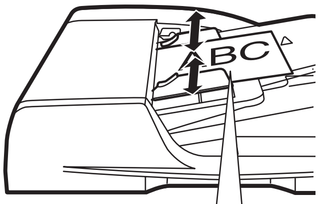

Maximum Size
432 mm (17")
279 mm (11")

Sending Originals (Facsimile)

Sending Scanned data via Facsimile


Report
Scan
Facsimile Function
Telephone Line
Report
Facsimile Machine

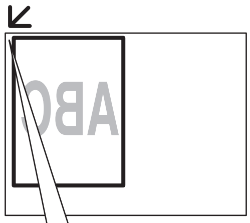
1 Place Original(s) on the ADF or Platen Glass.



Face Up
Up to 85 sheets* (20 lb/Letter)

*70 Sheets : Invoice/Legal/Ledger

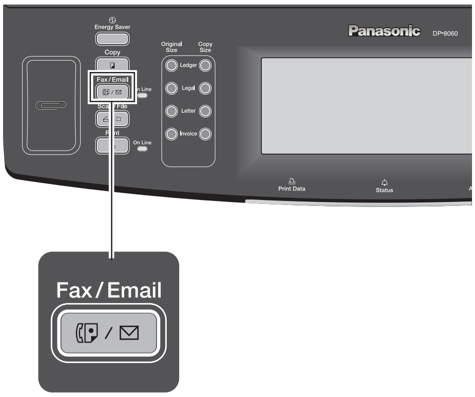
- When scanning from the ADF, read the **Notice for ADF.** (See page 21)



Face Down
Align with top left corner

- When scanning from the Platen Glass, read the **Notice for Platen**. (See page 21)

2 Press **Fax/Email** key.


Energy Saver
Copy
Fax / Email
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
On Line
Panasonic
DP-8060
Print Data
Status
Fax / Email

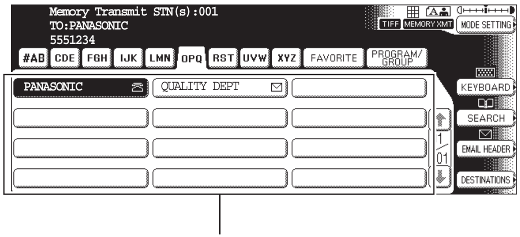
<Continue on the next page...>

Sending Originals (Facsimile)

3

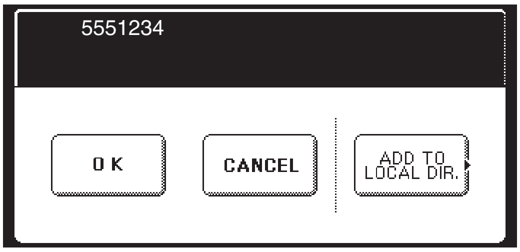
Select either ADDRESS BOOK DIALING, or MANUAL NUMBER DIALING.

For ADDRESS BOOK DIALING
Telephone numbers should be registered in advance. (See pages 28-29)


Memory Transmit STN(s):001
TO:PANASONIC
5551234
TIFF
MEMORY XMT
MODE SETTING
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
PROGRAM/ GROUP
PANASONIC ☎
QUALITY DEPT ✉
1/01
KEYBOARD
SEARCH
EMAIL HEADER
DESTINATIONS

Select the destination

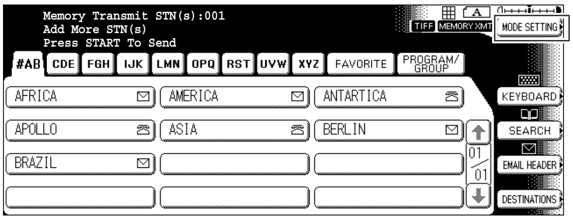
For MANUAL NUMBER DIALING
Facsimile: Enter the telephone number with the **Keypad**, and then select "**OK**".
EX: ⑤ ⑤ ⑤ ① ② ③ ④


5551234
OK
CANCEL
ADD TO LOCAL DIR.

4

Select "**MODE SETTING**" to configure the desired Facsimile mode settings.

- For more details, refer to the Operating Instructions (For Facsimile and Internet Fax/ Email Functions).


Memory Transmit STN(s):001
Add More STN(s)
Press START To Send
TIFF
MEMORY XMT
MODE SETTING
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
PROGRAM/ GROUP
AFRICA ✉
AMERICA ✉
ANTARTICA ☎
APOLLO ☎
ASIA ☎
BERLIN ✉
BRAZIL ✉
01/01
KEYBOARD
SEARCH
EMAIL HEADER
DESTINATIONS

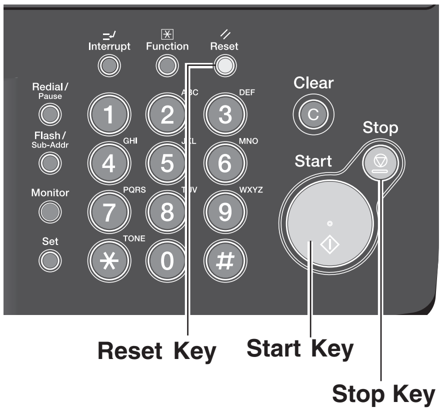
5

Press the **Start** key.

The document(s) will be stored into memory with a file number.
Then starts dialing the telephone number immediately after storing the first page.
The remaining page(s) continue to store into memory.

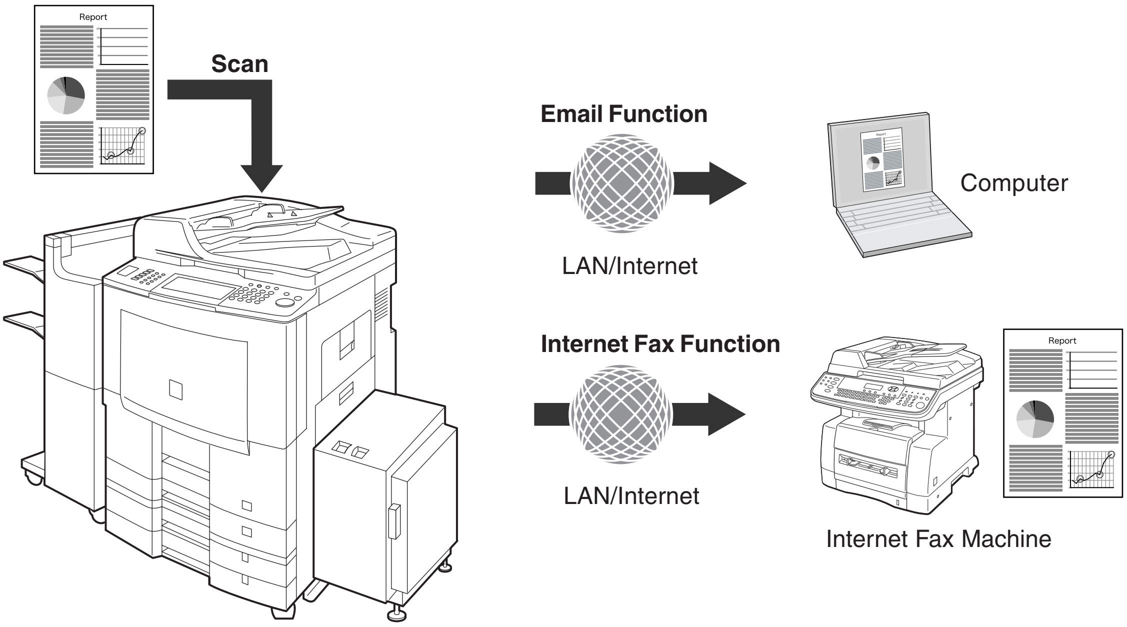
NOTE

- When clearing the sending mode settings, press the **Reset** key.
- To stop the transferring job, press the **Stop** key.
The cancellation message will appear on the LCD. Follow the instructions on the Touch Panel Display.

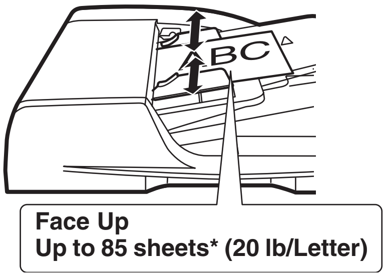

Interrupt
Function
Reset
Redial/ Pause
Flash/ Sub-Addr
Monitor
Set
Clear
Stop
Start
ABC
DEF
GHI
JKL
MNO
PQRS
TUV
WXYZ
TONE
1
2
3
4
5
6
7
8
9
0
Reset Key
Start Key
Stop Key

Sending Originals (Internet Fax/Email)

Sending Scanned data via Internet Fax/Email

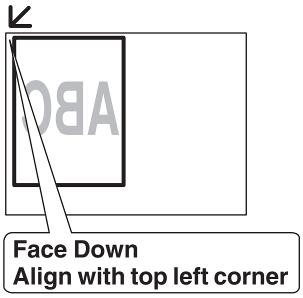

Report
Scan
Email Function
LAN/Internet
Computer
Internet Fax Function
LAN/Internet
Report
Internet Fax Machine

1 Place Original(s) on the ADF or Platen Glass.


BC
Face Up
Up to 85 sheets* (20 lb/Letter)

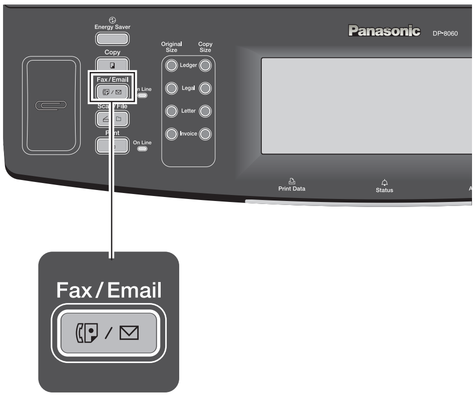
*70 Sheets : Invoice/Legal/Ledger

- When scanning from the ADF, read the **Notice for ADF**. (See page 21)


ABC
Face Down
Align with top left corner

- When scanning from the Platen Glass, read the **Notice for Platen**. (See page 21)

2 Press **Fax/Email** key.

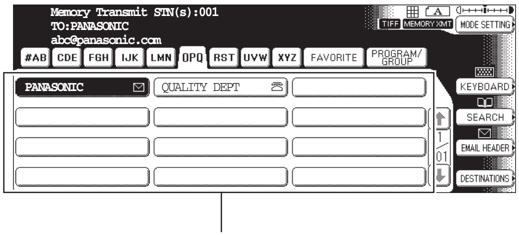

Energy Saver
Copy
Fax / Email
Print
On Line
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
Panasonic
DP-8060
Print Data
Status
Fax / Email

<Continue on the next page...>

Sending Originals (Internet Fax/Email)

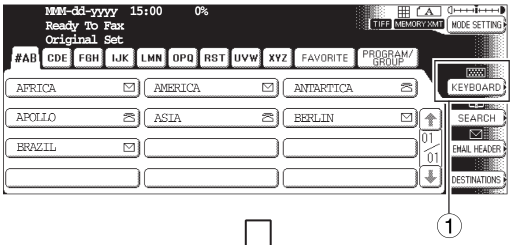
3 Select either ADDRESS BOOK EMAIL ADDRESSING, or MANUAL EMAIL ADDRESSING.

For ADDRESS BOOK EMAIL ADDRESSING
Email addresses should be registered in advance. (See pages 30-31)

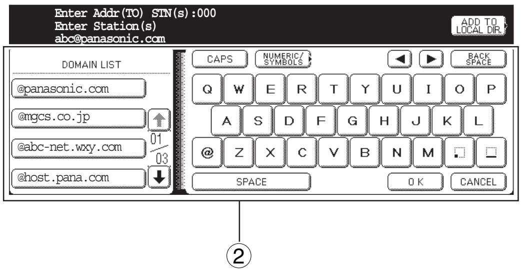

Memory Transmit STN(s):001
TO:PANASONIC
abc@panasonic.com
TIFF
MEMORY XMT
MODE SETTING
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
PROGRAM/ GROUP
PANASONIC
QUALITY DEPT
KEYBOARD
SEARCH
EMAIL HEADER
DESTINATIONS
1
01

Select the destination

For MANUAL EMAIL ADDRESSING
Internet Fax/Email:
Enter the Email address using the **KEYBOARD**.


MMM-dd-yyyy 15:00 0%
Ready To Fax
Original Set
TIFF
MEMORY XMT
MODE SETTING
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
PROGRAM/ GROUP
AFRICA
AMERICA
ANTARTICA
APOLLO
ASIA
BERLIN
BRAZIL
KEYBOARD
SEARCH
EMAIL HEADER
DESTINATIONS
01
01
①

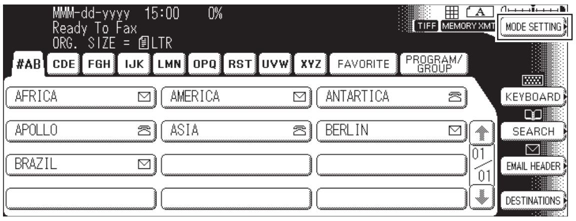
Enter the Email address, and then select "**OK**".
EX: abc@panasonic.com


Enter Addr(TO) STN(s):000
Enter Station(s)
abc@panasonic.com
ADD TO LOCAL DIR.
DOMAIN LIST
@panasonic.com
@mgcs.co.jp
@abc-net.wxy.com
@host.pana.com
01
03
CAPS
NUMERIC/ SYMBOLS
BACK SPACE
Q W E R T Y U I O P
A S D F G H J K L
@ Z X C V B N M
SPACE
O K
CANCEL
②

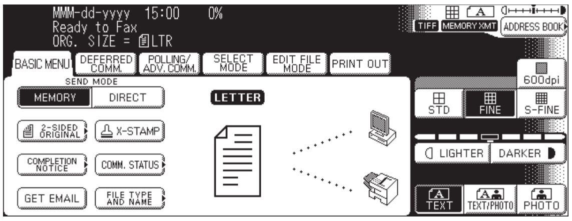
- Refer to **How to use the Keyboard**, in the Address Book section. (See page 30)

4 Select "**MODE SETTING**" to configure the desired Internet Fax/Email mode settings.

- For more details, refer to the Operating Instructions (For Facsimile and Internet Fax/ Email Functions).


MMM-dd-yyyy 15:00 0%
Ready To Fax
ORG. SIZE = LTR
TIFF
MEMORY XMT
MODE SETTING
#AB
CDE
FGH
IJK
LMN
OPQ
RST
UVW
XYZ
FAVORITE
PROGRAM/ GROUP
AFRICA
AMERICA
ANTARTICA
APOLLO
ASIA
BERLIN
BRAZIL
KEYBOARD
SEARCH
EMAIL HEADER
DESTINATIONS
01
01

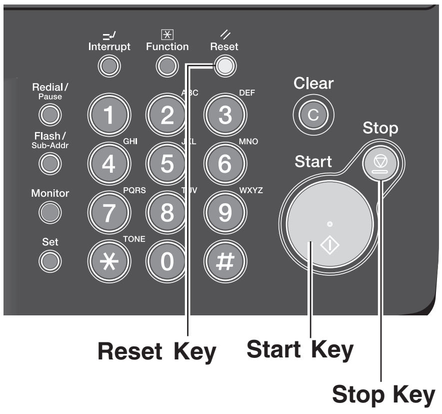
5 Press the **Start** key.


MMM-dd-yyyy 15:00 0%
Ready to Fax
ORG. SIZE = LTR
TIFF
MEMORY XMT
ADDRESS BOOK
BASIC MENU
DEFERRED COMM.
POLLING/ ADV. COMM.
SELECT MODE
EDIT FILE MODE
PRINT OUT
SEND MODE
MEMORY
DIRECT
LETTER
2-SIDED ORIGINAL
X-STAMP
COMPLETION NOTICE
COMM. STATUS
GET EMAIL
FILE TYPE AND NAME
600dpi
STD
FINE
S-FINE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

The document(s) will be stored into memory with a file number.
Then starts connecting to the LAN immediately after storing the first page.
The remaining page(s) continue to store into memory.

NOTE

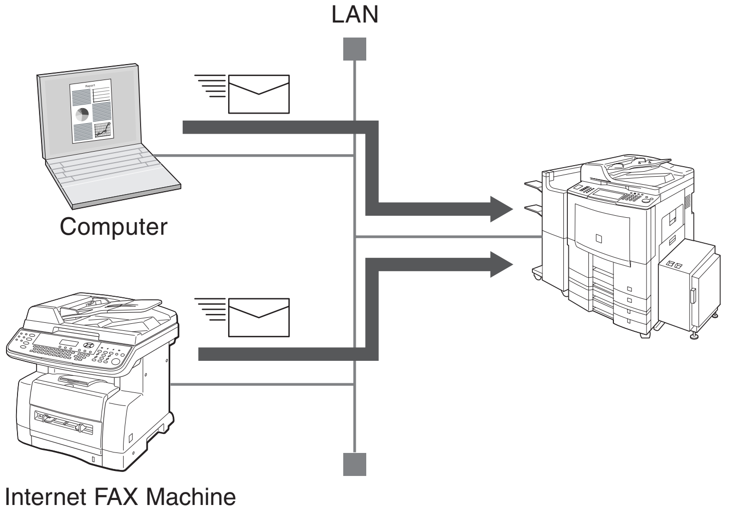
- When clearing the sending mode settings, press the **Reset** key.
- To stop the transferring job, press the **Stop** key. The cancellation message will appear on the LCD. Follow the instructions on the Touch Panel Display.


Interrupt
Function
Reset
Redial/ Pause
Flash/ Sub-Addr
Monitor
Set
1
2 ABC
3 DEF
4 GHI
5 JKL
6 MNO
7 PQRS
8 TUV
9 WXYZ
*
0
#
TONE
Clear
Start
Stop
Reset Key
Start Key
Stop Key

Receiving an Email from POP Server

Receiving Email Automatically

With **"147 Auto POP Receive"** set to **"Valid"** and POP acquisition interval set between 1 and 60 minutes in Fax Parameters (refer to the Operating Instructions (For Facsimile and Internet Fax/Email Functions)), queries are transmitted to the POP Server periodically to check for new mail.
If there is Email on the POP Server when a query is transmitted, it is retrieved and printed automatically.


LAN
Computer
Internet FAX Machine

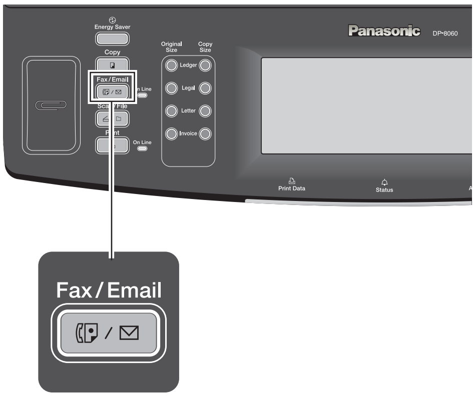
NOTE

- For instructions on how to configure the Internet Fax/Email, refer to the Operating Instructions (For Facsimile and Internet Fax/Email Functions) on the provided CD-ROM.

Receiving Email Manually

With POP acquisition interval set between 1 and 60 minutes, queries are transmitted to the POP Server periodically to check for new mail, and the number of the incoming Email messages on the server appears on the display.

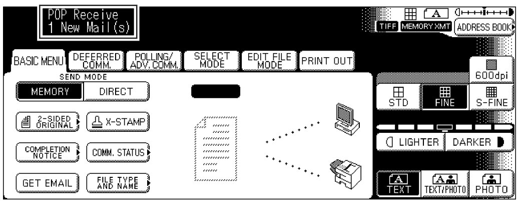
1 Press the **Fax/Email** key.


Energy Saver
Copy
Fax/Email
Scan/File
Print
On Line
On Line
Original Size
Copy Size
Ledger
Legal
Letter
Invoice
Panasonic
DP-8060
Print Data
Status
Fax / Email

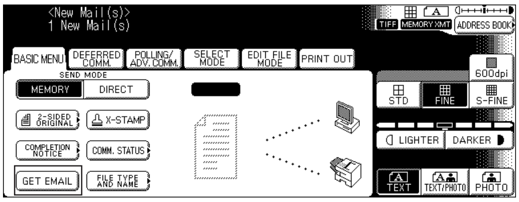
If set to other function mode

2 Select **"MODE SETTING"**.

3 Check for incoming mail(s).


POP Receive
1 New Mail(s)
TIFF
MEMORY XMT
ADDRESS BOOK
BASIC MENU
DEFERRED COMM.
POLLING/ ADV. COMM.
SELECT MODE
EDIT FILE MODE
PRINT OUT
SEND MODE
MEMORY
DIRECT
2-SIDED ORIGINAL
X-STAMP
COMPLETION NOTICE
COMM. STATUS
GET EMAIL
FILE TYPE AND NAME
600dpi
STD
FINE
S-FINE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

4 Select **"GET EMAIL"**.


<New Mail(s)>
1 New Mail(s)
TIFF
MEMORY XMT
ADDRESS BOOK
BASIC MENU
DEFERRED COMM.
POLLING/ ADV. COMM.
SELECT MODE
EDIT FILE MODE
PRINT OUT
SEND MODE
MEMORY
DIRECT
2-SIDED ORIGINAL
X-STAMP
COMPLETION NOTICE
COMM. STATUS
GET EMAIL
FILE TYPE AND NAME
600dpi
STD
FINE
S-FINE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

The retrieved Email is printed.

Troubleshooting

Unit Does Not Operate

Check	Action
Does the display light?	Check if the Power Switches (Main Power Switch on the back and Power Switch on the Left Side of the machine) are turned ON and if the power cord is plugged into the AC outlet.
Does the Energy Saver key flash (or light) and displays are turned OFF?	Press **Energy Saver** key on the control panel. (See page 15)
Does any of the U## codes and messages appear on the display? (U1, U4, U6, U7, U11....etc.)	Perform actions in accordance with each message.
Does the Add Staples indicator and message appear on the display?	Add Staples (See pages 57-61) Remove all jammed staples. (See pages 58-61)
Does the Add Paper indicator and message appear on the display? ()	Add paper. (See pages 54-55)
Does the paper misfeed indicator and message appear on the display? ()	Remove the misfed paper. (See pages 41-53)
Does E#-## indicator and message appear on the display?	Turn the Power Switch on the Left Side and the Main Power Switch on the Back of the machine to the OFF and ON. If the error code does not clear, call your Service provider.
The machine would not accept the next job during operation, instructed job would not be accepted for a long time period or job would not be completed.	Turn the Power Switch on the Left Side and the Main Power Switch on the Back of the machine to the OFF and ON.

Light Copies

Check	Action
Does the contrast indicator say "**LIGHTER**"?	Touch the "**DARKER**" button.
Does the Add Toner indicator and message appear on the display? ()	Replace the Toner Bottle. (See page 56)

Marked Copies

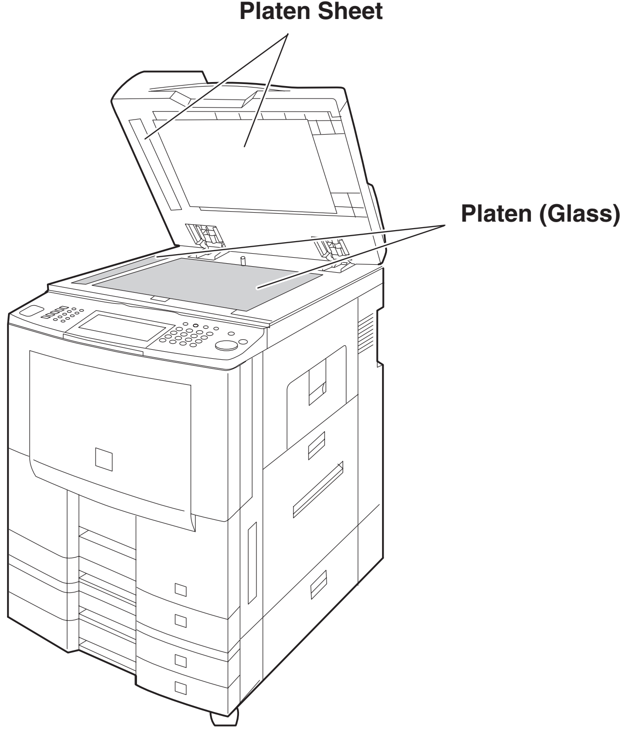
Check	Action
Is the copier Platen Glass or Platen Sheet dirty?	Clean the Platen Glass or Sheet. (See below)
Is the original an OHP film, or a dark original?	Cover the original with a sheet of white paper before copying for an OHP film original, or lighten the contrast setting before copying a dark original.

- If the measures outlined above do not solve the problem, call your Service provider.

Machine Care

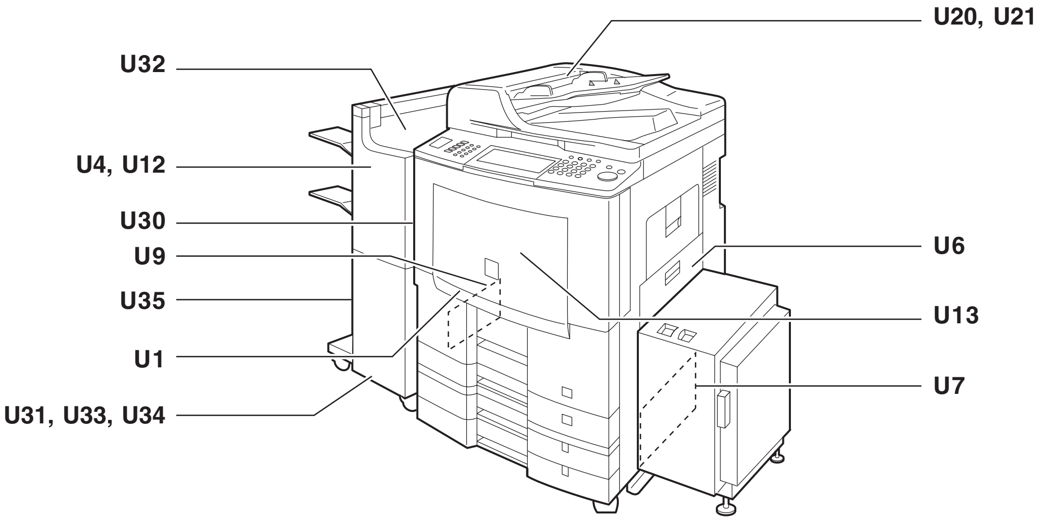
- As a rule, clean weekly.

Platen Glass/Platen Sheet
① Wipe marks off with a cloth and a neutral detergent.
② Wipe again with a dry cloth.



User (U) / Error Codes

User Error Codes (U Codes)



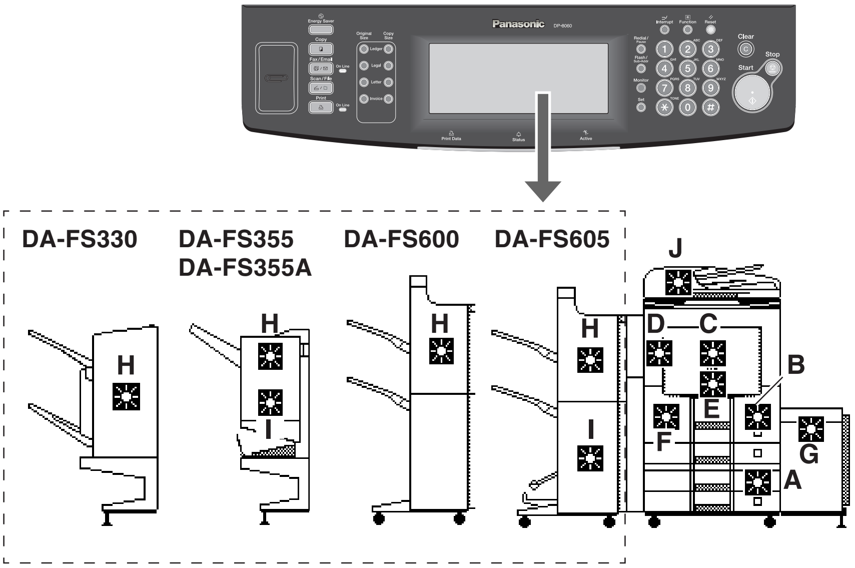
Code	Check Points
U1	Front Cover is open.
U4	Finisher is separated from the machine.
U6	Right Cover is open.
U7	Right Lower Cover is open.
U9	Left Cover is open.
U12	Finisher Staple Cover/Upper Cover is open. Trash Box is not installed. (DA-FS330)
U13	Low Toner.
U16	Call your Service provider.
U18	Total Copy Count is limit, consult with your Key Operator.

Code	Check Points
U20	ADF is open.
U21	ADF is opened while scanning from ADF.
U30	Punch Dust Cover is open.
U31	Paper is remained in the Saddle-Stitcher Unit.
U32	Finsher Infeed/Inner Cover is open. (DA-FS605/FS355A)
U33	Stapler of Saddle Stitcher Unit is incorrectly set. (DA-FS605/FS355A)
U34	Finisher Lower Front Cover is open. (DA-FS605)
U35	Saddle Exit Cover is open. (DA-FS605)
U90	Need to replace the battery. (See page 64)

Removing Misfed Paper

■ Locations/User Error Codes (J Codes)

- The display indicates the section of the misfed paper. Remove the misfed paper and check to see if the misfed location indicator has been cleared. If other locations indicate presence of paper, remove them and check the display again.
- If an unknown error code appears, or cannot clear the error codes, switch off the machine and contact the authorized Panasonic dealer.



☀ **Jam Location**

Misfed Indicator

- Indicates to open each cover, check and remove any misfed paper.

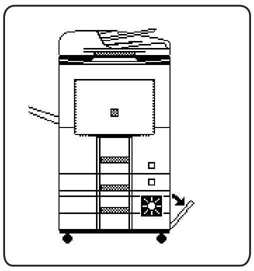
Copier **ADU** **Paper Feed Unit** **LCT**	**A:** System Console (See page 42) **B:** Paper Entry Area (See page 43) **C:** Paper Transport Area (See page 44) **D:** Paper Exit/Fuser Area (See page 45) **E:** ADU Area (See page 46) **F:** Reverse Area (See page 47) **G:** 3000-Sheet Tray (LCT) Area (See page 47)
Finisher	**H:** Finisher (See pages 48-50) **I:** Saddle-Stitch Finisher (See pages 51-52)
i-ADF	**J:** i-ADF (See page 53)

Code	Check Points
J00	Sheet Bypass (Remove the misfed paper, and then open and close the cover)
J01, J17, J21	Paper Tray 1 and Paper Feed Section (Paper Tray 1-4 and Sheet Bypass)
J02, J22	Paper Tray 2 and Paper Feed Section (Paper Tray 2)
J03, J23	Paper Tray 3 and Paper Feed Section (Paper Tray 2-4)
J04, J24	Paper Tray 4 and Paper Feed Section (Paper Tray 3, 4)
J07, J08, J09, J27, J28	Paper Feed Section (Paper Tray 2 and Optional Paper Tray 3 and 4)
J06, J16, J26	LCT Section Paper Feed Section
J18, J33	Paper Feed Section (Paper Tray 1-4 and Sheet Bypass) Verify that the media type selection in the control panel matches the media loaded on the trays. Ex: Select "Transparency" when Transparencies are loaded in the Sheet Bypass

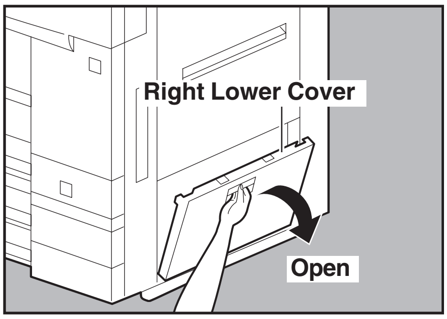
Code	Check Points
J19	Paper Feed Section and ADU Section
J29	System Console Section
J82, J83, J84, J85, J88	ADU Section and Fuser/Exit Section
J30, J31, J40, J42-J45	Paper Feed Section and Fuser/Exit Section
J41, J50, J51, J52, J53, J86	Fuser/Exit Section and Paper Transport Section
J80, J81, J87	Fuser/Exit Section
J54-J55	Paper Transport Section
J60-J64	Optional Finisher Section
J70-J79 J92-J94	ADF Section

Removing Misfed Paper

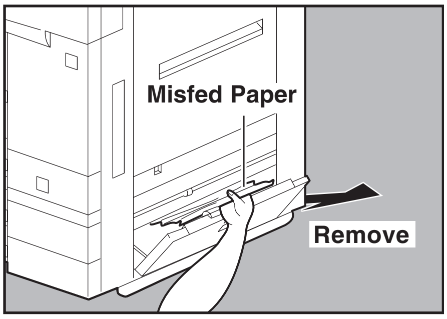
■ System Console (Option) (A)



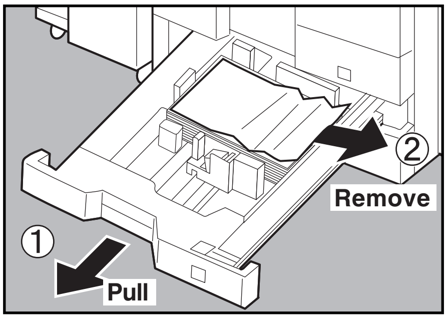
1


Right Lower Cover
Open

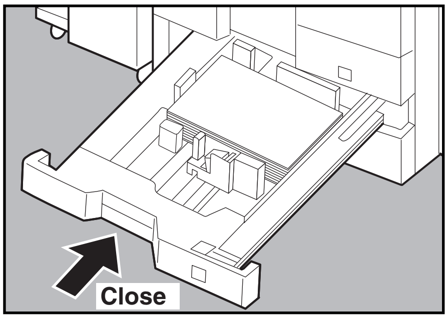
2


Misfed Paper
Remove

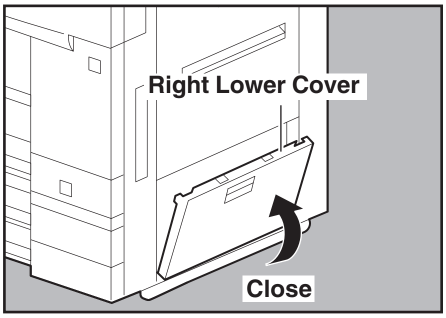
3


①
Pull
②
Remove

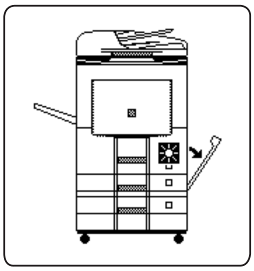
4



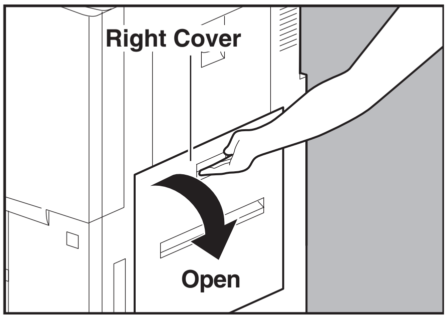
5


Right Lower Cover
Close

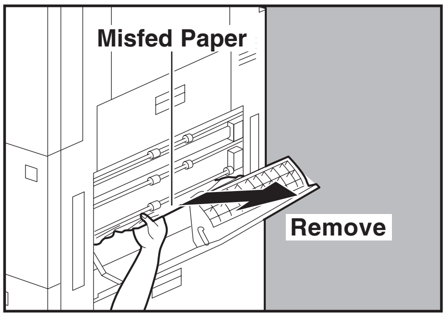
■ Paper Entry Area (B)



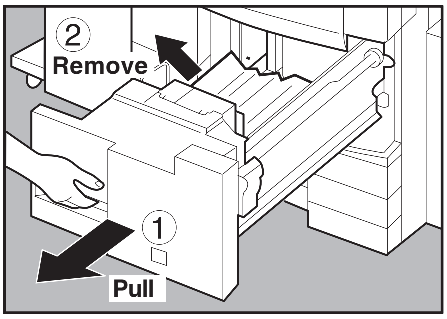
1


Right Cover
Open

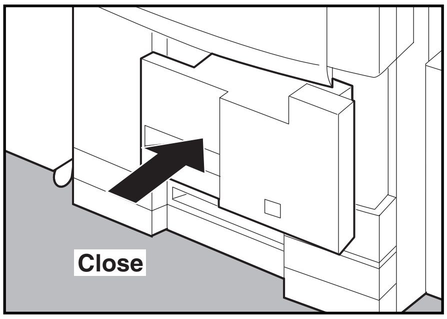
2


Misfed Paper
Remove

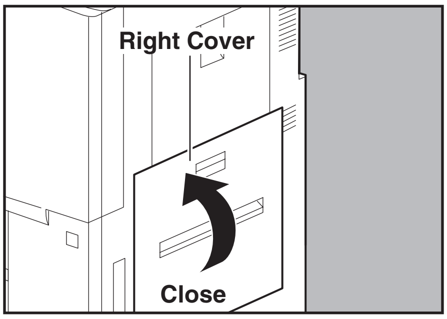
3


② Remove
① Pull

4

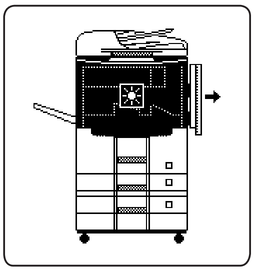


5

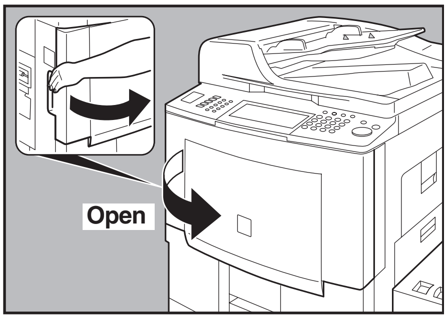

Right Cover
Close

Removing Misfed Paper

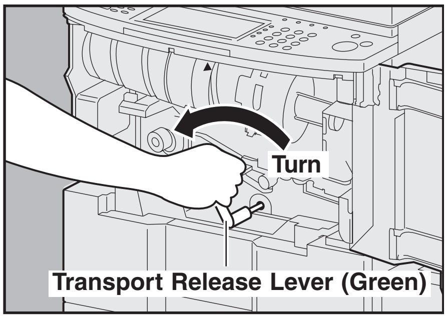
■ Paper Transport Area (C)



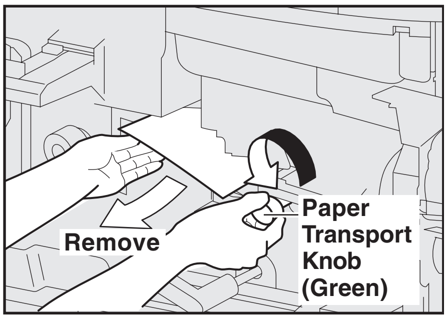
1



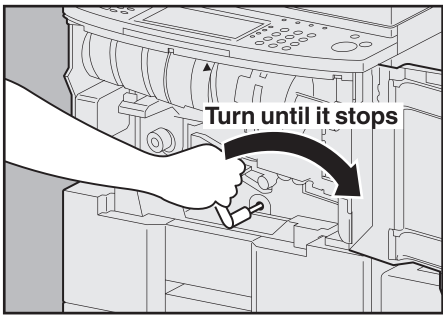
2


Turn
Transport Release Lever (Green)

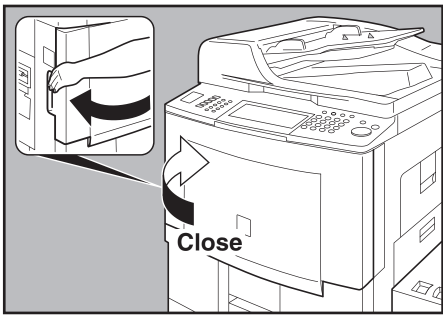
3


Remove
Paper Transport Knob (Green)

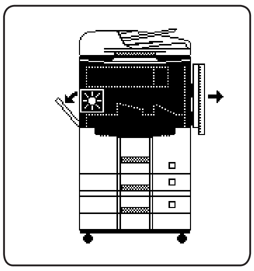
4


Turn until it stops

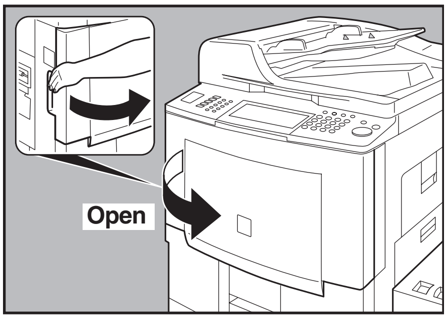
5



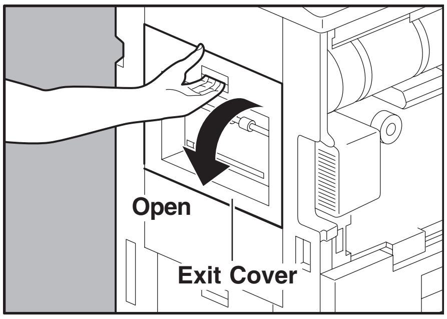
Paper Exit/Fuser Area (D)



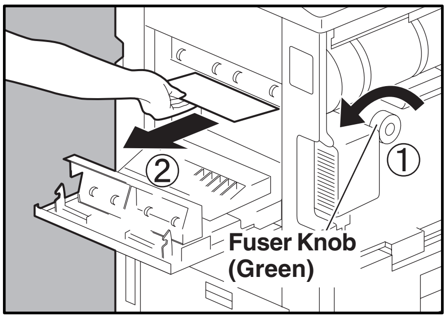
1



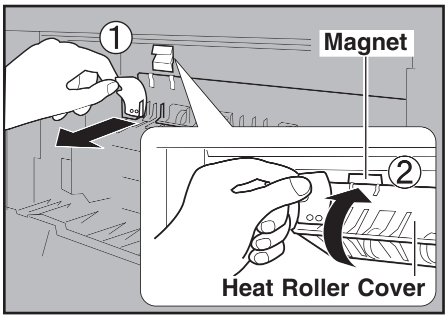
2


Open
Exit Cover

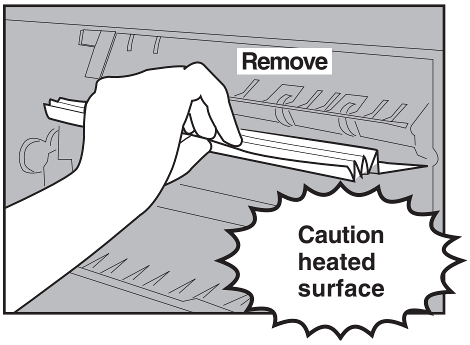
3


①
②
Fuser Knob
(Green)

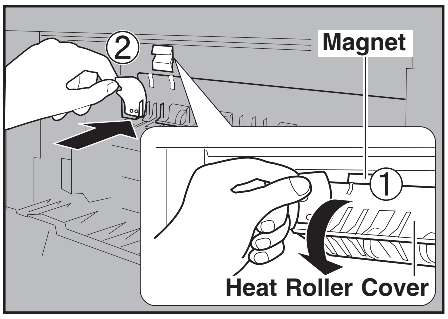
4


①
Magnet
②
Heat Roller Cover

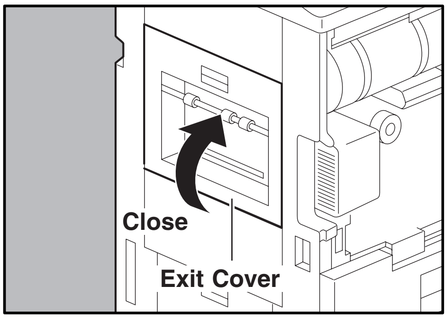
5


Remove
Caution
heated
surface

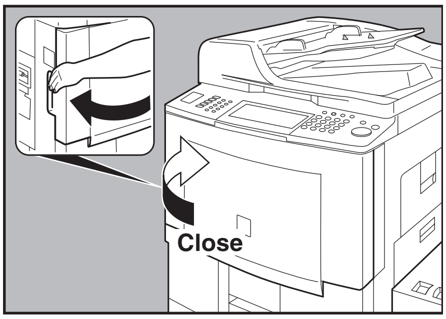
6


②
Magnet
①
Heat Roller Cover

7

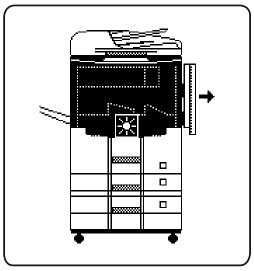

Close
Exit Cover

8

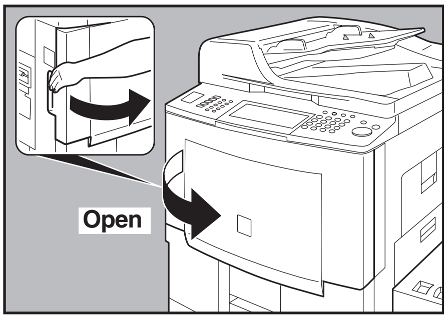


Removing Misfed Paper

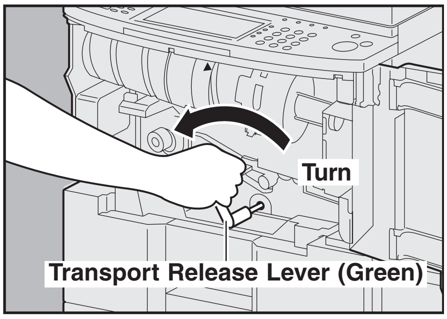
■ Automatic Duplex Unit (ADU) (E)



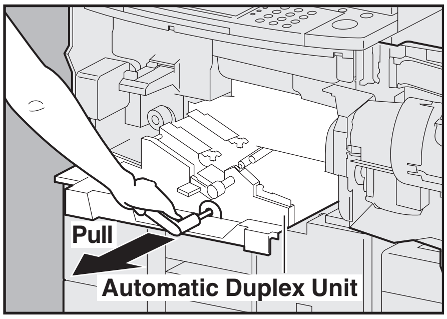
1



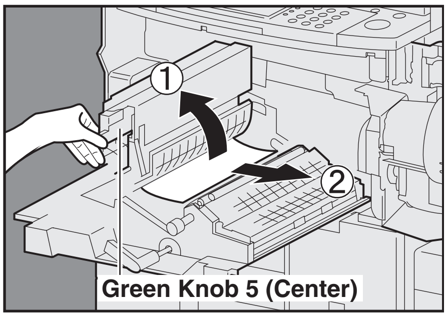
2


Turn
Transport Release Lever (Green)

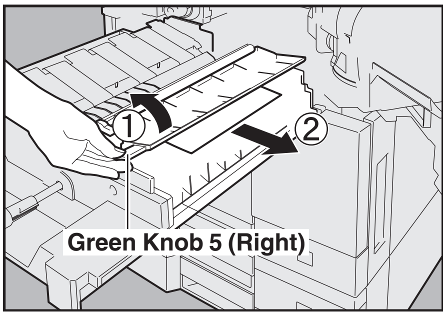
3


Pull
Automatic Duplex Unit

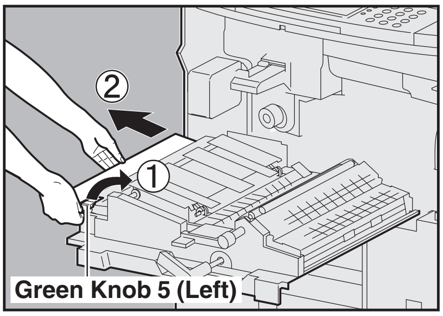
4


①
②
Green Knob 5 (Center)

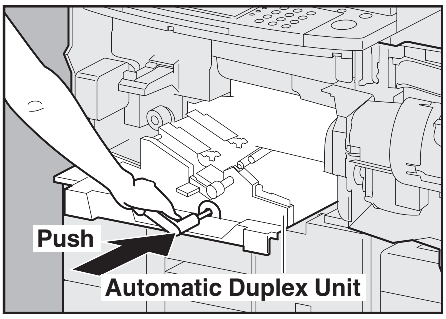
5


①
②
Green Knob 5 (Right)

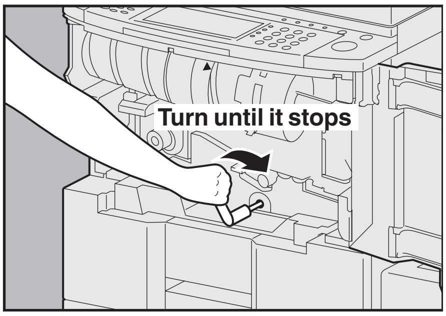
6


②
①
Green Knob 5 (Left)

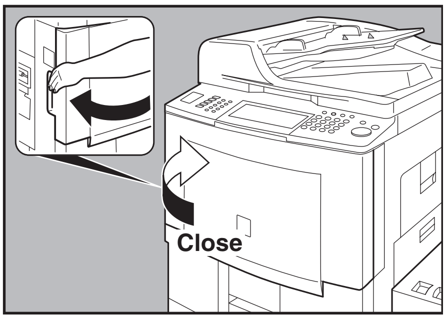
7


Push
Automatic Duplex Unit

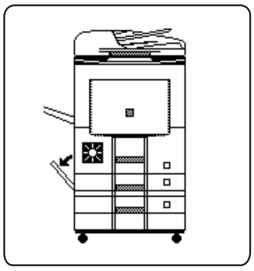
8


Turn until it stops

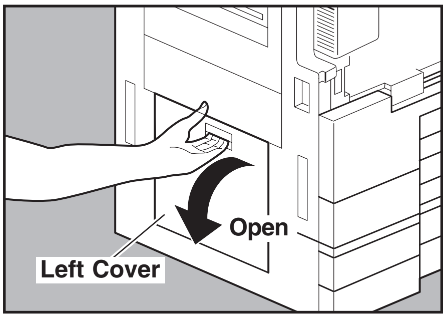
9



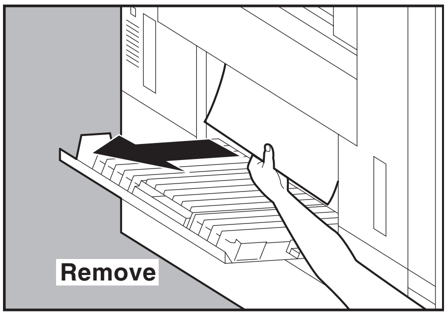
■ Reverse Area (F)



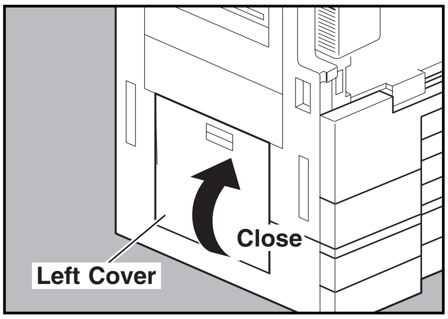
1


Open
Left Cover

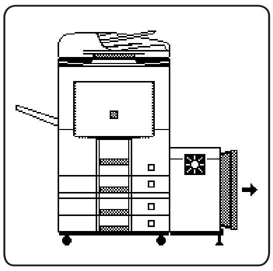
2



3

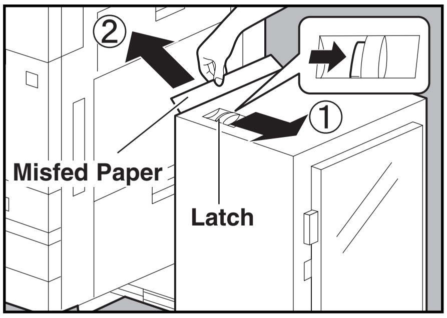

Close
Left Cover

■ 3000-Sheet Tray (LCT) (Option) (G)



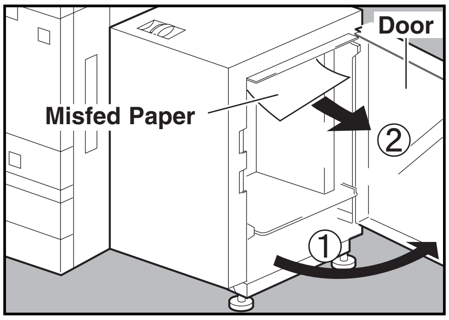
When the optional 3000-Sheet Tray (LCT) (DA-MA301) is installed.

1

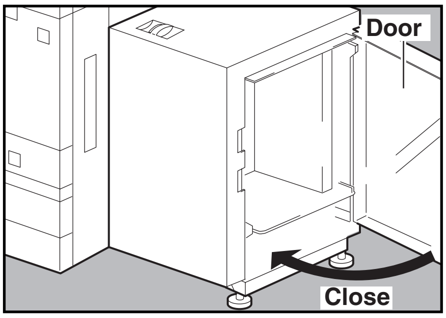

②
①
Misfed Paper
Latch

① Hold the latch and slide the large capacity paper tray to the right.

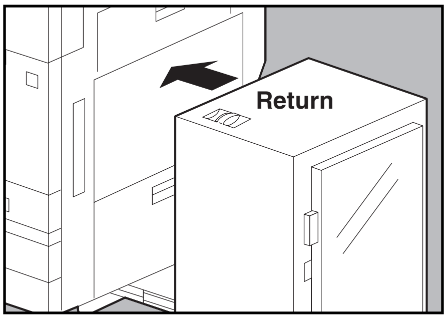
2


Door
Misfed Paper
②
①

3

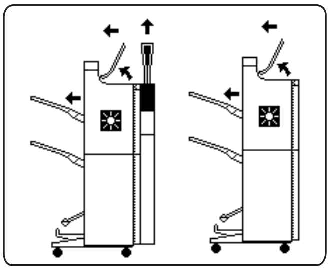


4



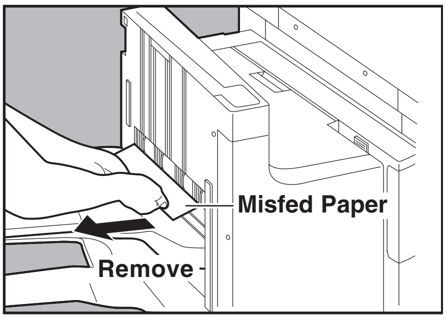
Removing Misfed Paper

■ 2-Bin Finisher (Option) (H)

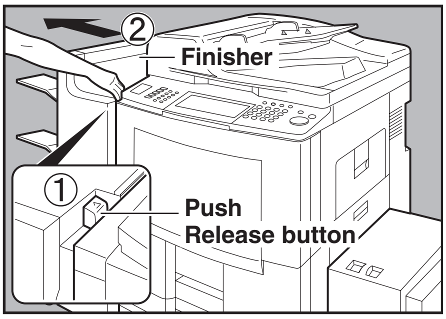


When the optional 2-Bin Finisher (DA-FS600/605) is installed.

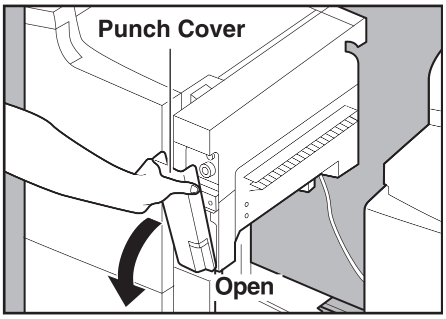
1


Misfed Paper
Remove

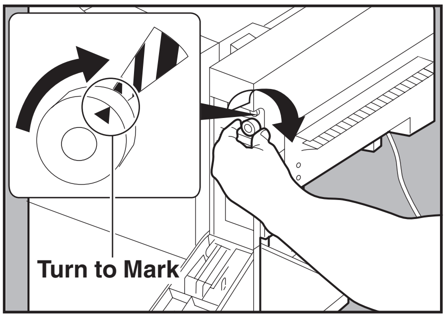
2


②
Finisher
①
Push
Release button

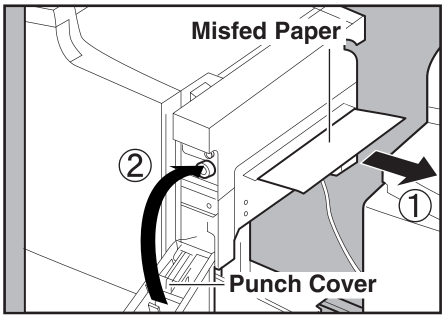
3


Punch Cover
Open

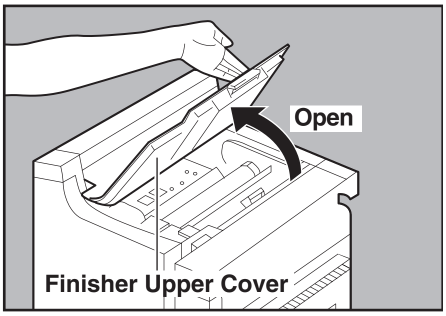
4


Turn to Mark

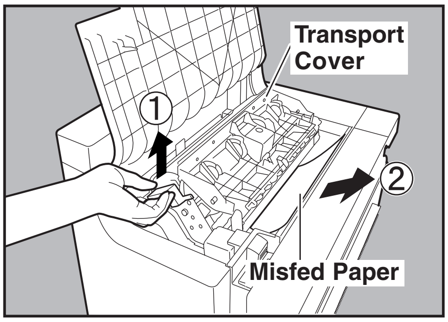
5


Misfed Paper
②
①
Punch Cover

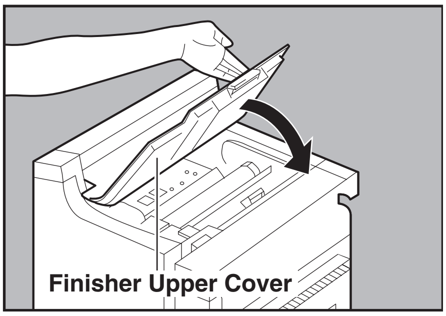
6


Open
Finisher Upper Cover

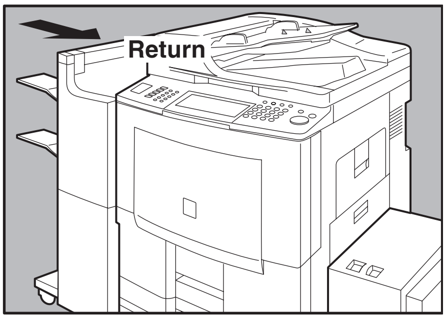
7


Transport Cover
①
②
Misfed Paper

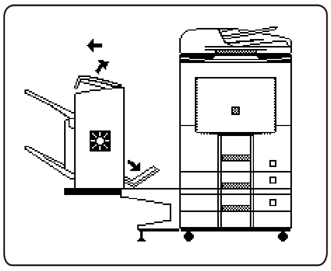
8


Finisher Upper Cover

9

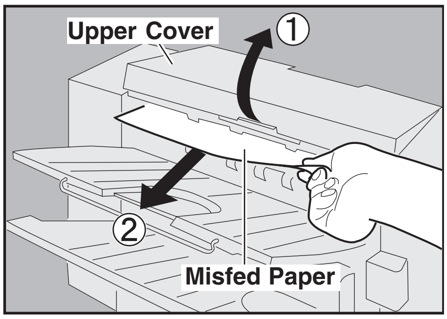


■ 2-Bin Finisher (Option) (H)

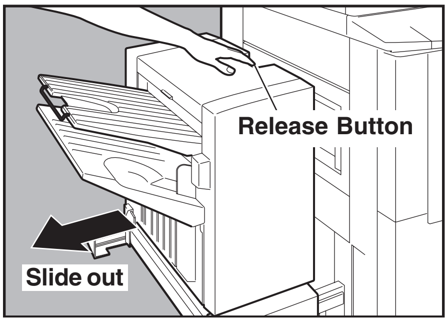


When the optional 2-Bin Finisher (DA-FS330) is installed.

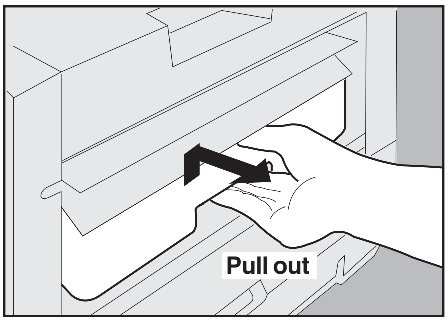
1


Upper Cover
①
②
Misfed Paper

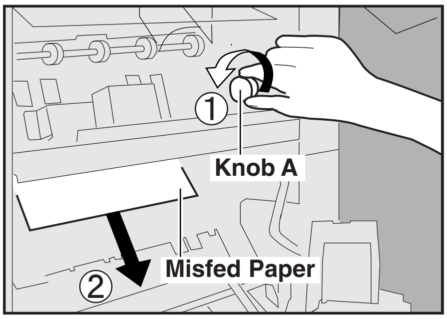
2


Release Button
Slide out

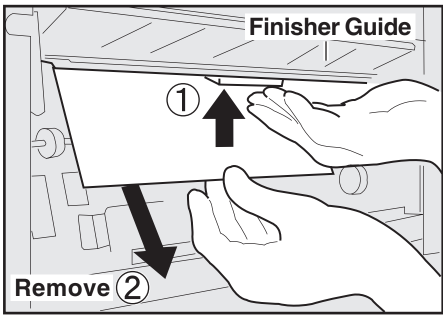
3



4

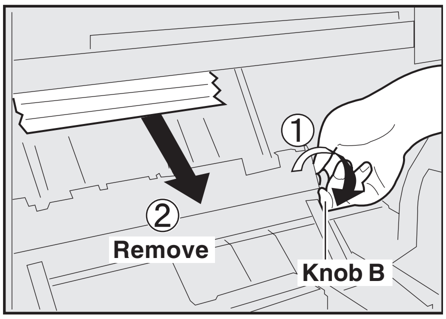

①
Knob A
②
Misfed Paper

5

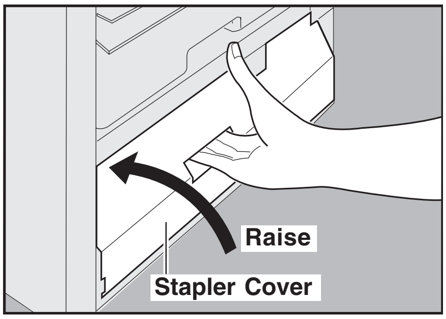

Finisher Guide
①
Remove ②

● When paper cannot be removed:

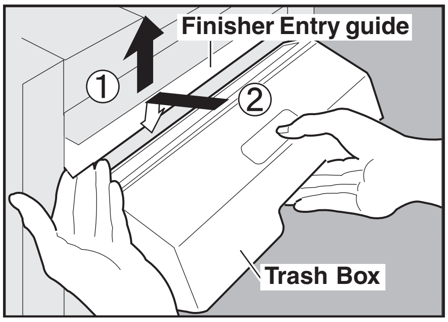
6


①
②
Remove
Knob B

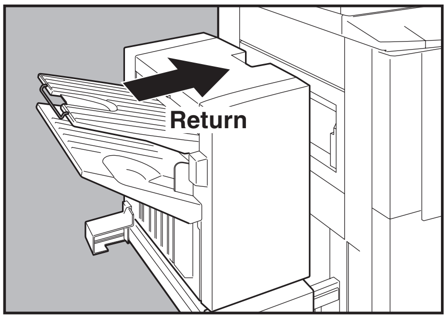
7


Raise
Stapler Cover

8

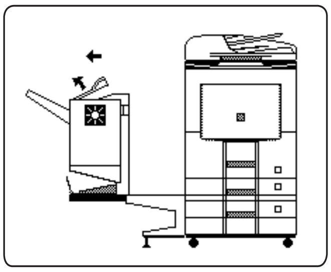

Finisher Entry guide
①
②
Trash Box

9



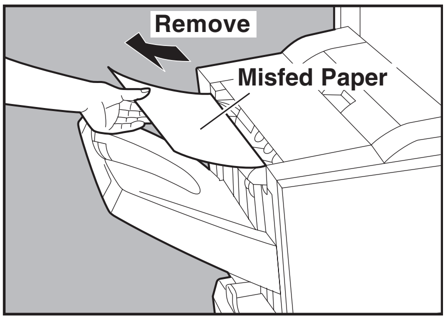
Removing Misfed Paper

■ 1-Bin Saddle-Stitch Finisher (Option) (H)

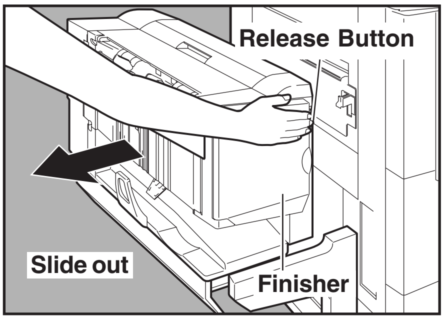


When the optional 1-Bin Saddle-Stitch Finisher (DA-FS355A) is installed.

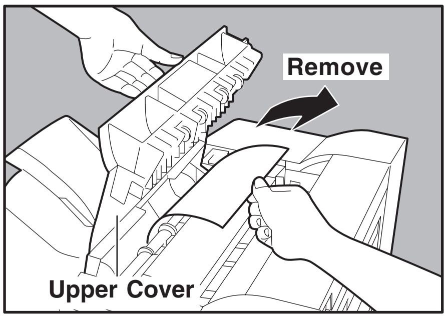
1


Remove
Misfed Paper

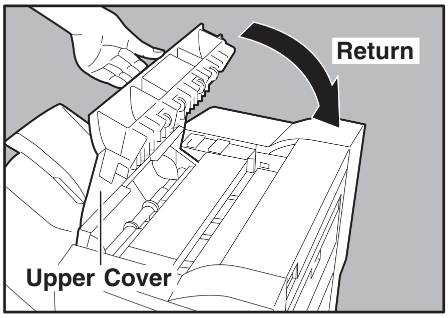
2


Release Button
Slide out
Finisher

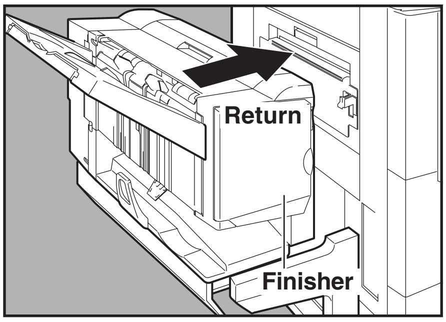
3


Remove
Upper Cover

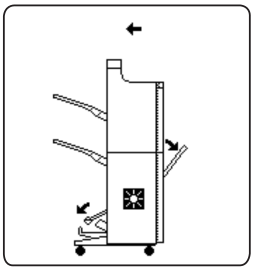
4


Return
Upper Cover

5

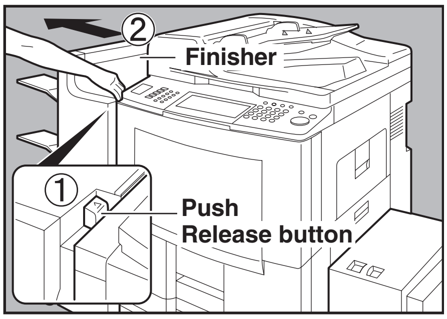

Return
Finisher

■ 2-Bin Saddle-Stitch Finisher only (Option) (I)

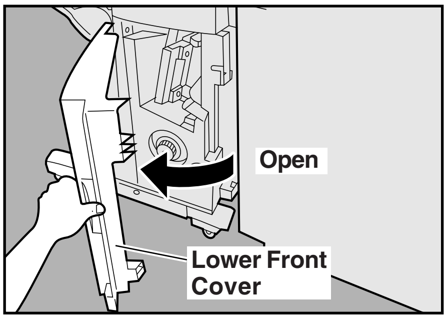


When the optional 2-Bin Saddle-Stitch Finisher (DA-FS605) is installed.

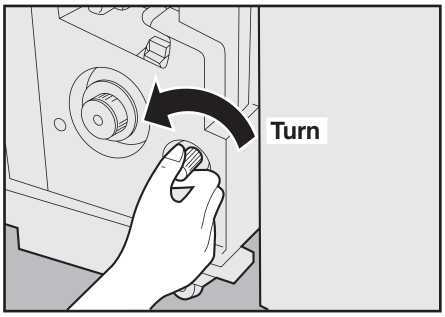
1


②
Finisher
①
Push
Release button

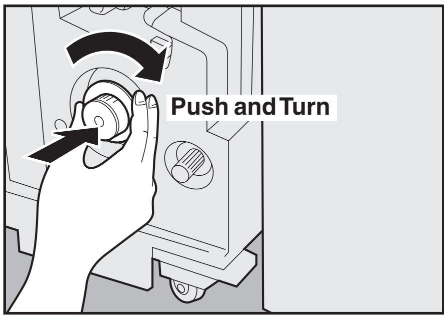
2


Open
Lower Front Cover

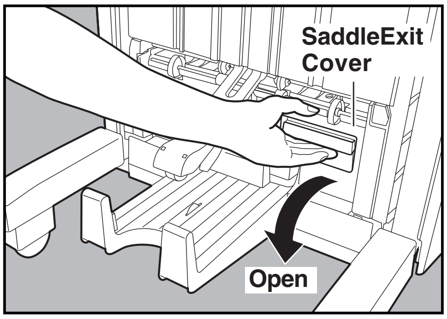
3



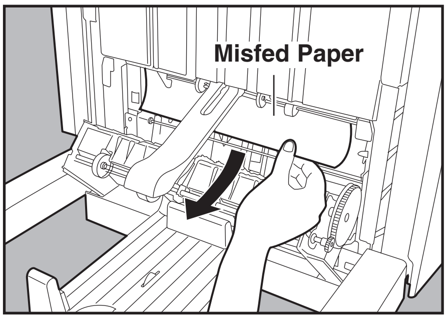
4


Push and Turn

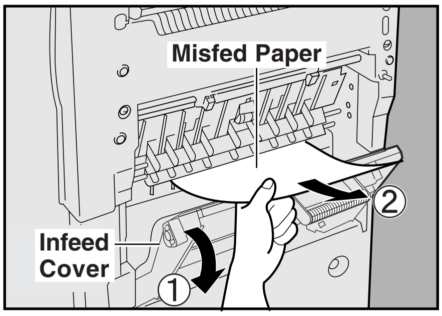
5


SaddleExit Cover
Open

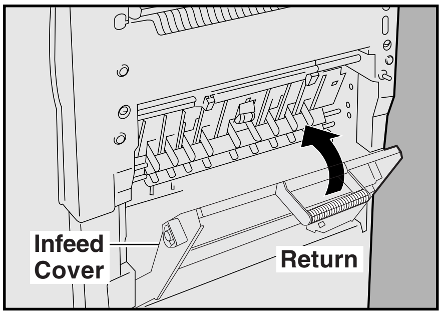
6


Misfed Paper

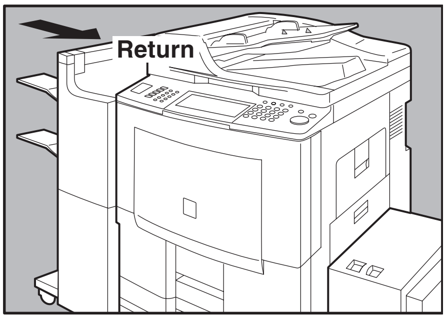
7


Misfed Paper
Infeed Cover
②
①

8


Infeed Cover
Return

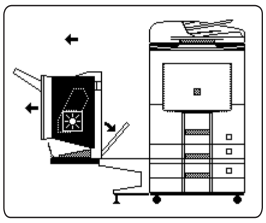
9



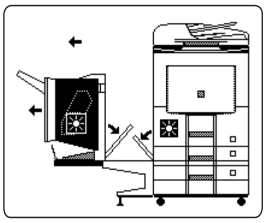
Removing Misfed Paper

■ 1-Bin Saddle-Stitch Finisher (Option) (I/F)

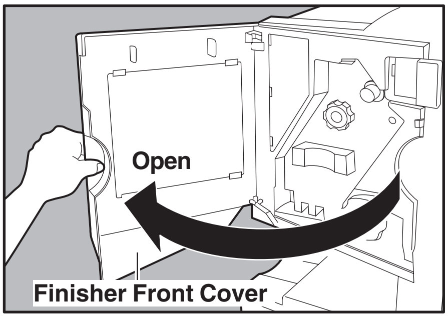
When the optional 1-Bin Saddle-Stitch Finisher (DA-FS355A) is installed. (See page 50)



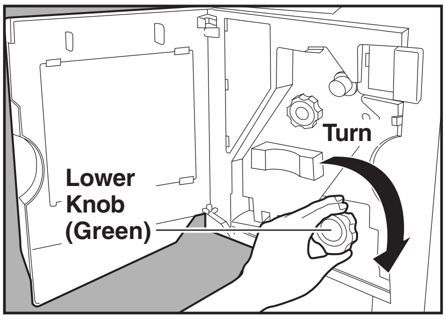
or



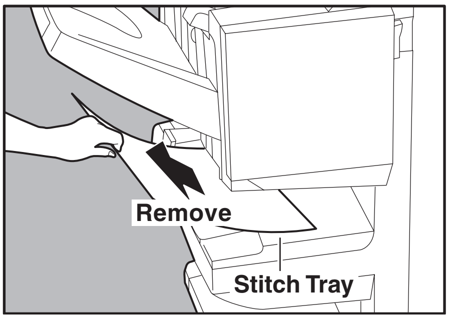
1


Open
Finisher Front Cover

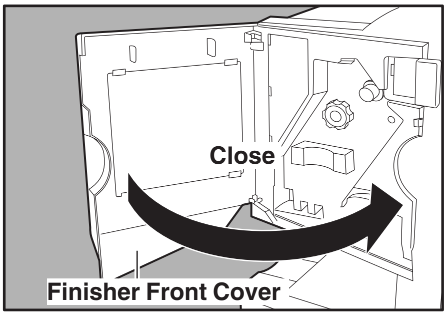
2


Turn
Lower Knob (Green)

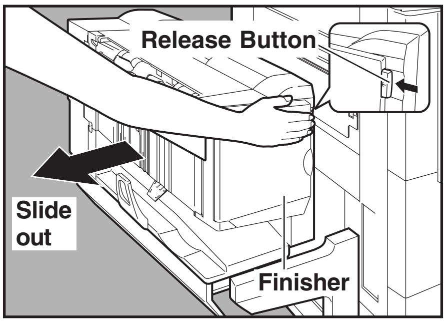
3


Remove
Stitch Tray

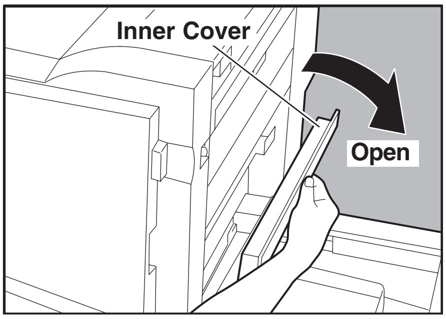
4


Close
Finisher Front Cover

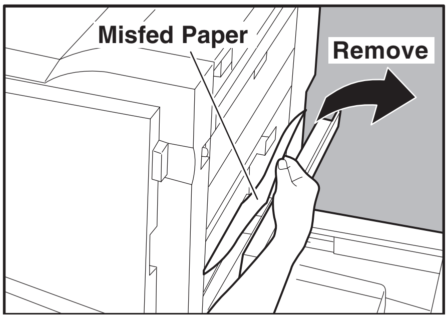
5


Release Button
Slide out
Finisher

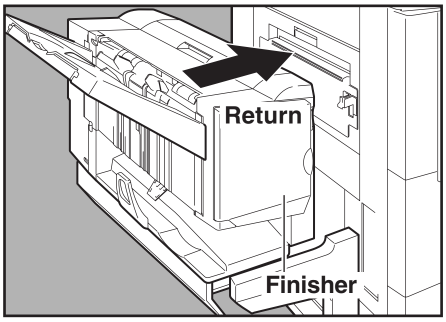
6


Inner Cover
Open

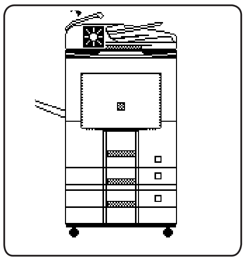
7


Misfed Paper
Remove

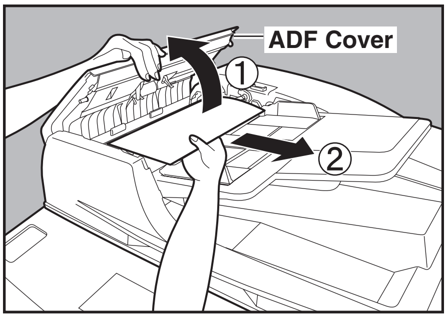
8


Return
Finisher

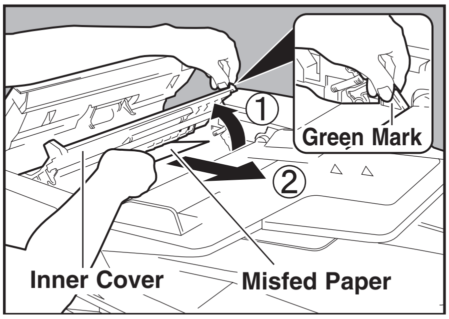
■ i-ADF (J)



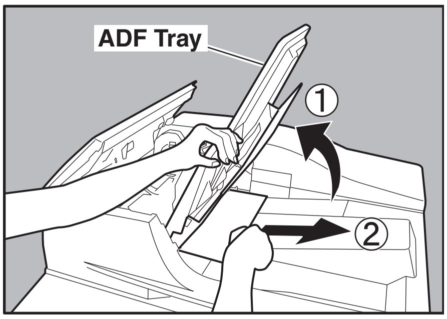
1


ADF Cover
①
②

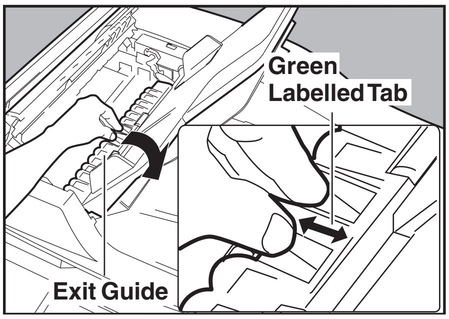
2


①
Green Mark
②
Inner Cover
Misfed Paper

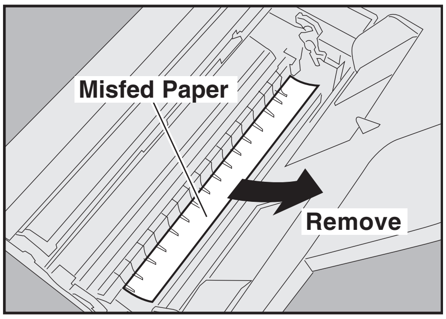
3



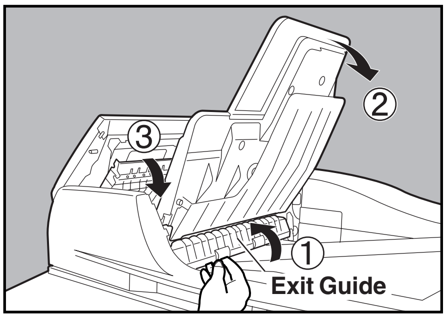
4


Green Labelled Tab
Exit Guide

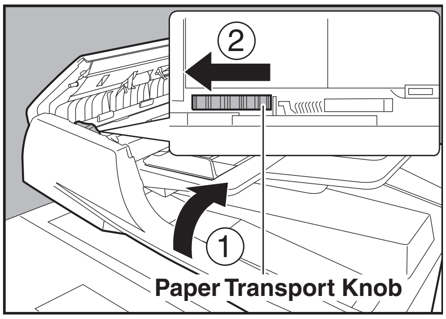
5


Misfed Paper
Remove

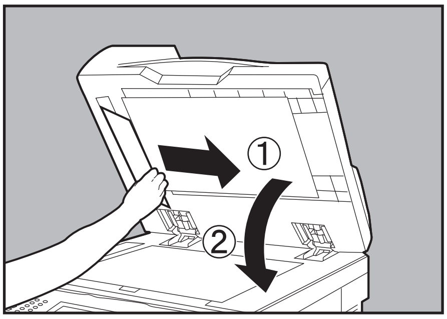
6


②
③
①
Exit Guide

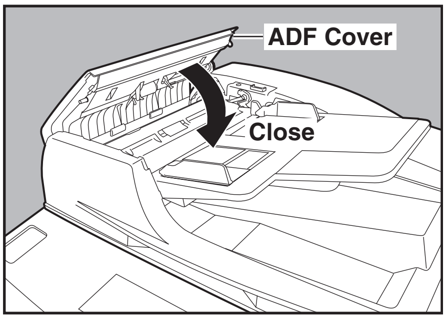
7


②
①
Paper Transport Knob

8



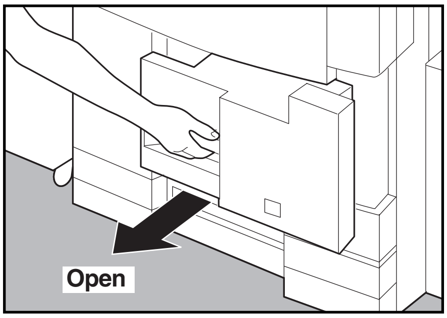
9


ADF Cover
Close

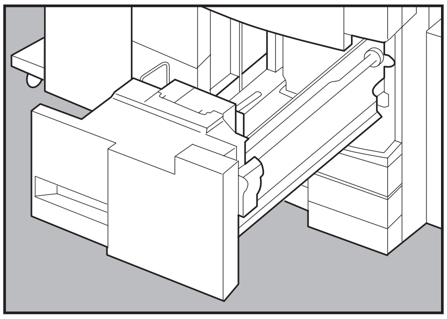
Adding Paper

■ Paper Tray (1550-Sheet Paper Tray 1)

1

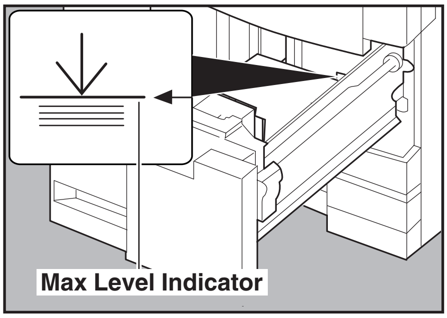


2



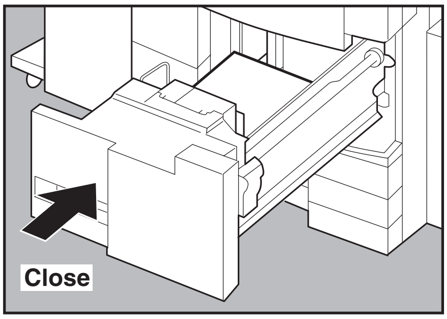
- Paper Weight: 16-24 lb

3


Max Level Indicator

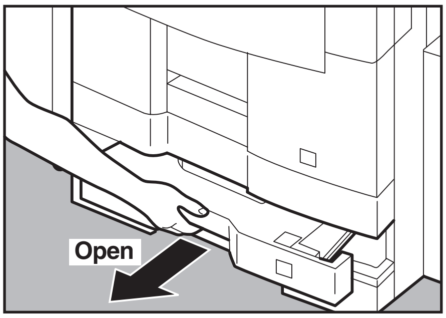
- Paper Capacity: 1550 Sheets (20 lb)

4

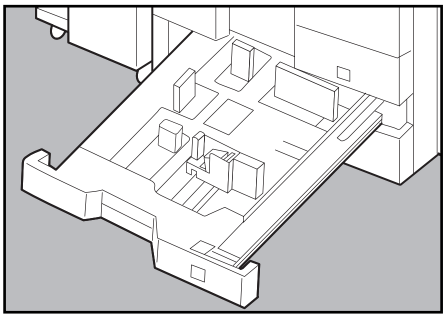


■ System Console (550-Sheet Paper Tray 2-4)

1

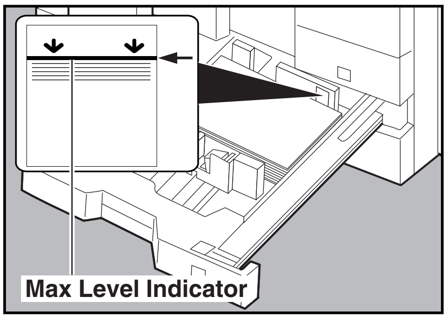


2



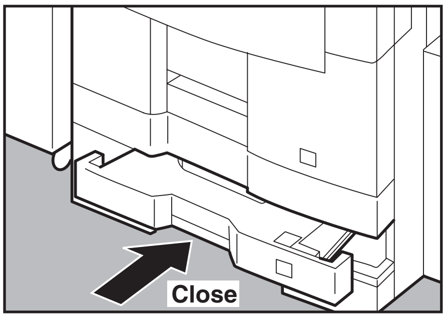
- Paper Weight: 16-24 lb

3


Max Level Indicator

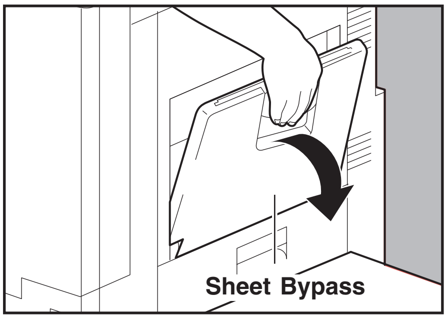
- Paper Capacity: 550 Sheets (20 lb)

4

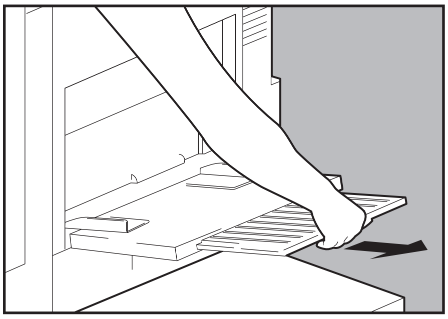


■ Sheet Bypass

1

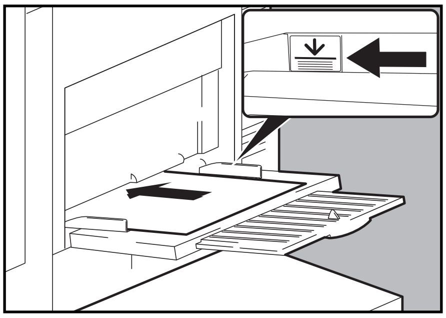


2



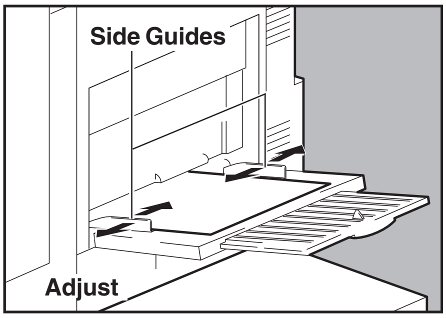
- Slide out the tray until it stops.

3



- Approximately up to 50
- Letter size sheets/20 lb
- Paper Weight: 15-35 lb
- To add paper to the Sheet Bypass, remove the leftover paper from the tray, and align it with the added paper and load them together onto the tray.
- Load the paper with the unprinted side facing upward.
- Do not exceed limit mark when loading paper.

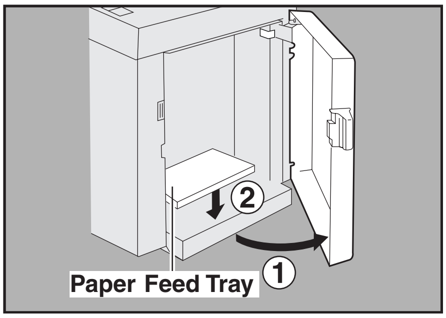
4



- Incorrect adjustment may cause the paper to wrinkle, misfeed or skew.
- If the paper size is not detected, remove paper and press Reset Key. Then, load the paper again.

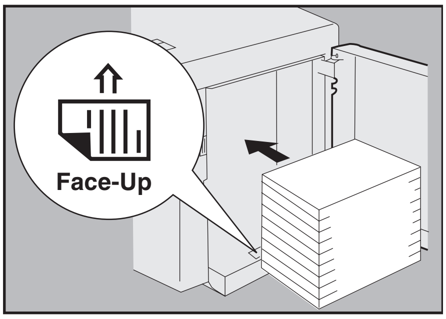
■ Paper Tray (3000-Sheet Tray (LCT) (Option))

1



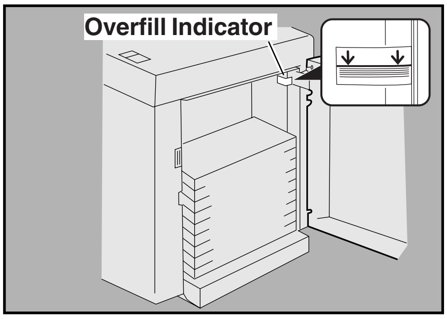
- Do not touch the tray while it is moving.

2



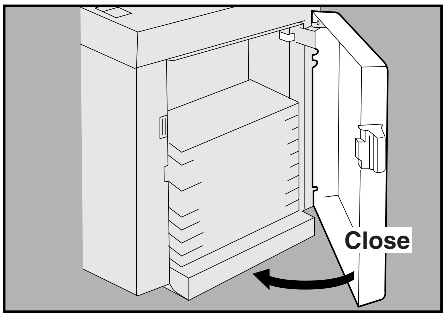
- After tray stops, place paper neatly on the tray. Letter size only (Portrait).
- Letter-R/Legal size is available when optional Letter-R/Legal Size LCT Adapter (DA-TK31) is installed.

3



- Paper Capacity: 3000 Sheets (20 lb)

4

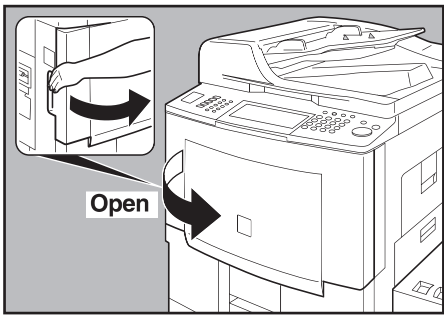


Replacing Toner Bottle

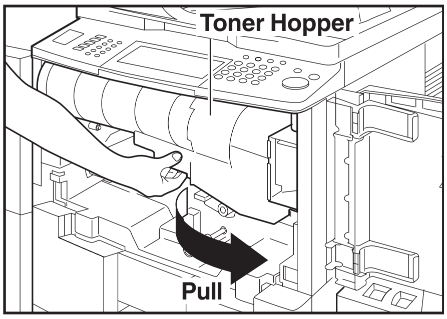
ATTENTION

- For optimum copy quality, it is recommended that only Panasonic Brand toner is used in the copier. Store toner in a cool dark area with low humidity. Do not unseal the toner bottle unless you are ready to use it.

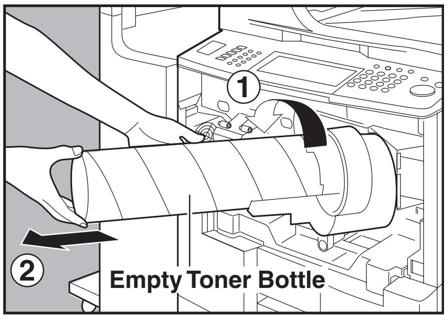
1



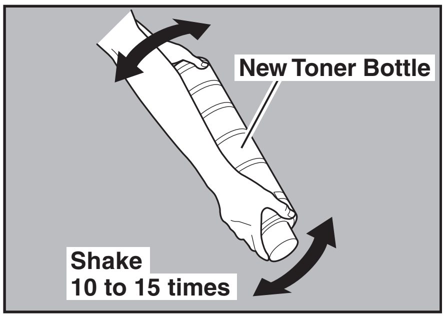
2


Toner Hopper
Pull

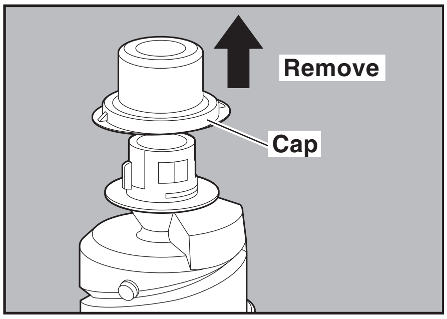
3


①
②
Empty Toner Bottle

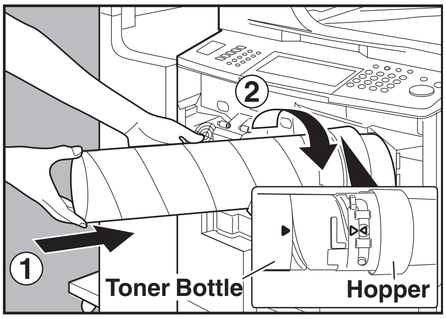
4


New Toner Bottle
Shake
10 to 15 times

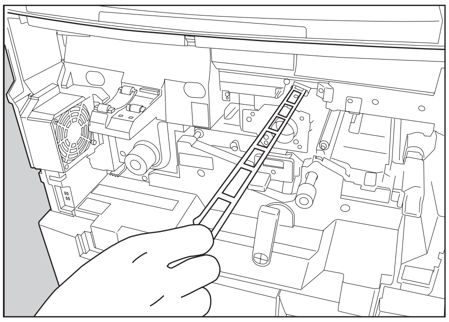
5



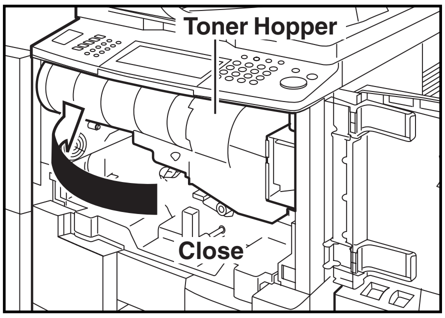
6


②
①
Toner Bottle
Hopper

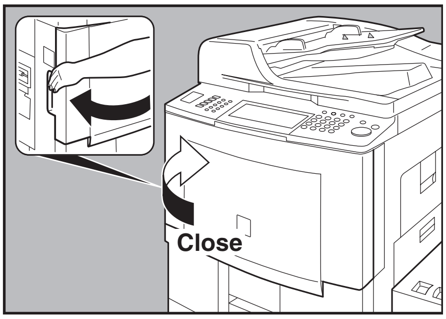
7 Slide the Corona Cleaner in and out 3 or 4 times slowly, then return the Corona Cleaner Handle to original position.



8

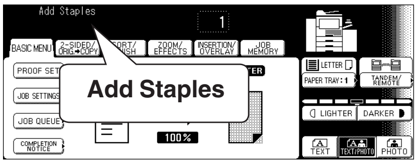

Toner Hopper
Close

9



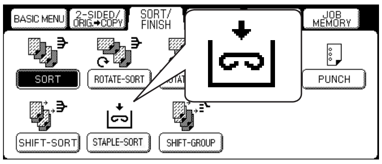
Replacing the Staple Cartridge

When optional Finisher is installed, an Add Staple message will be shown on the display.


Add Staples
1
BASIC MENU
2-SIDED/ ORIG.➔COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
PROOF SET
JOB SETTINGS
JOB QUEUE
COMPLETION NOTICE
100%
LETTER
PAPER TRAY : 1
TANDEM/ REMOTE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

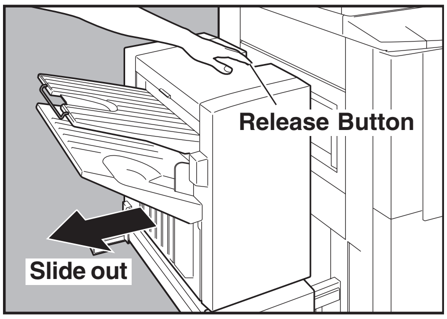
Add Staples

or

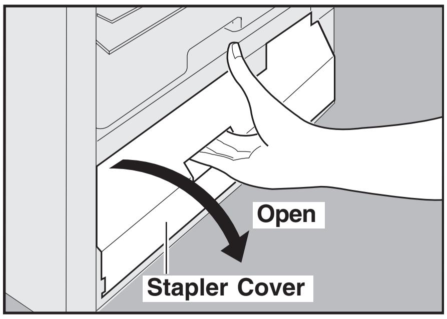

BASIC MENU
2-SIDED/ ORIG.➔COPY
SORT/ FINISH
JOB MEMORY
SORT
ROTATE-SORT
PUNCH
SHIFT-SORT
STAPLE-SORT
SHIFT-GROUP

■ 2-Bin Finisher (DA-FS330)

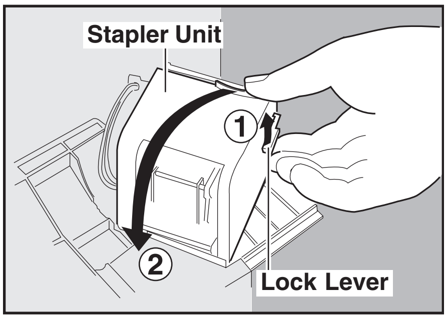
1


Release Button
Slide out

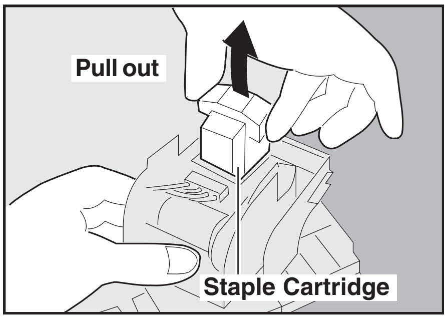
2


Open
Stapler Cover

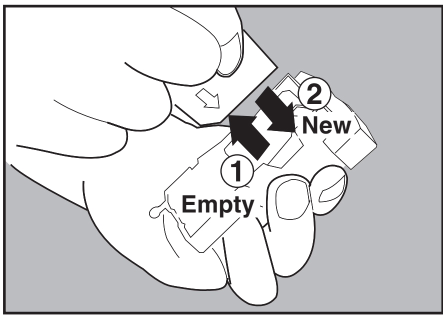
3


Stapler Unit
①
②
Lock Lever

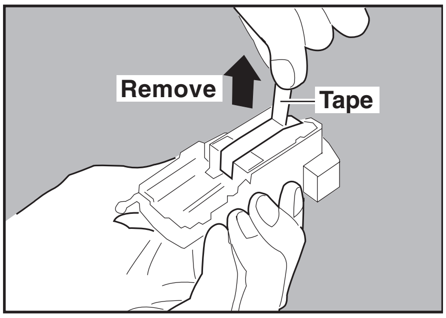
4


Pull out
Staple Cartridge

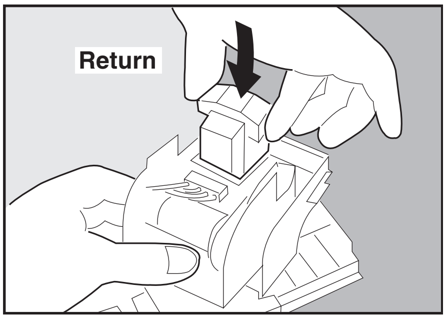
5


②
New
①
Empty

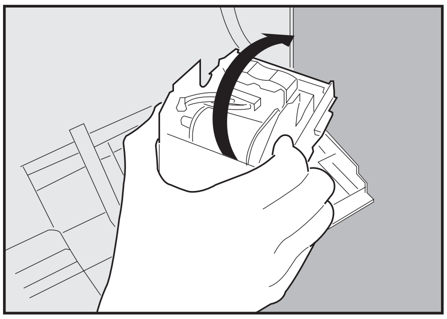
6


Remove
Tape

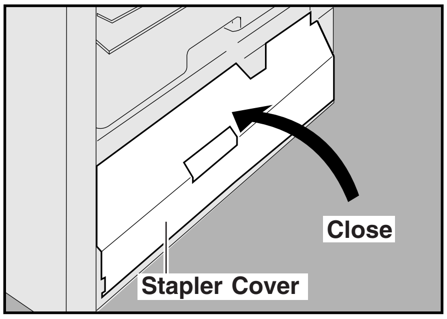
7



8



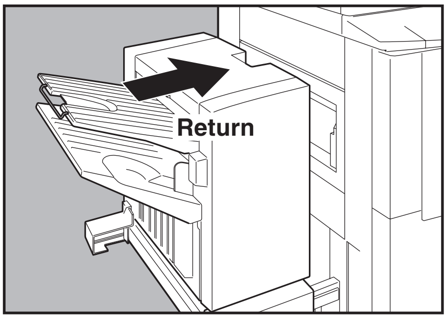
9


Close
Stapler Cover

<Continue on the next page...>

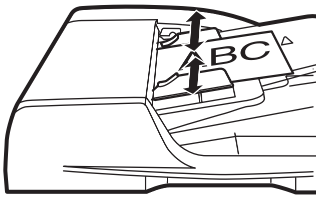
Replacing the Staple Cartridge

10

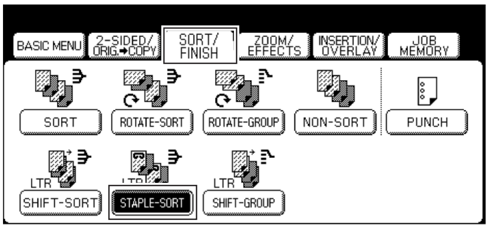


Check the staple operation by following steps 11 to 13.

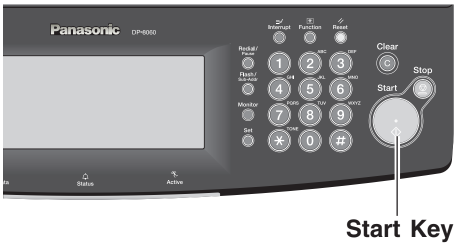
11 Place originals.

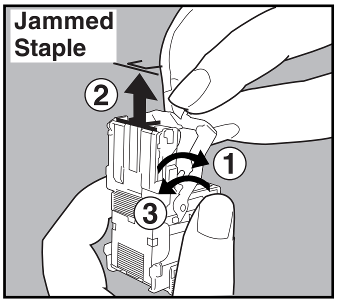


12 Select "**SORT/FINISH**", and then select "**STAPLE-SORT**".


BASIC MENU
2-SIDED/ ORIG.➔COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
SORT
ROTATE-SORT
ROTATE-GROUP
NON-SORT
PUNCH
LTR
SHIFT-SORT
STAPLE-SORT
SHIFT-GROUP

13 Press the **Start** key.

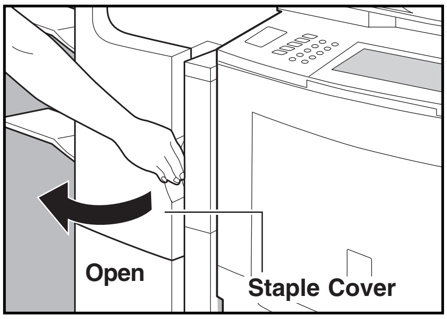

Panasonic
DP-8060
Interrupt
Function
Reset
Clear
Stop
Start
Redial/Pause
Flash/Sub-Addr
Monitor
Set
Status
Active
Start Key


Jammed Staple
②
①
③

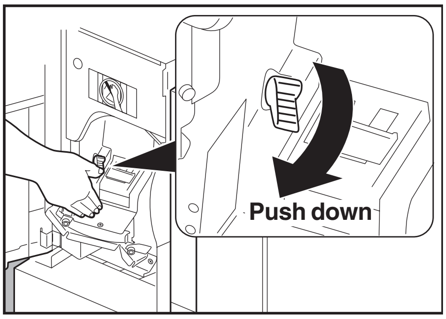
- **When the Staple jams**
  The following message will be displayed on the Touch Panel Display: "Can Not Complete Confirm Staple Unit"

■ 2-Bin Finisher (DA-FS600)/2-Bin Saddle-Stitch Finisher (DA-FS605)

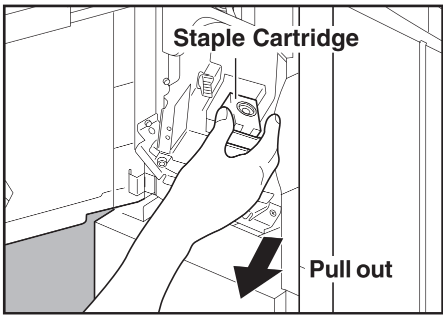
1


Open
Staple Cover

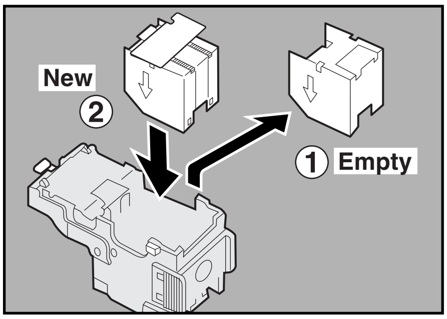
2



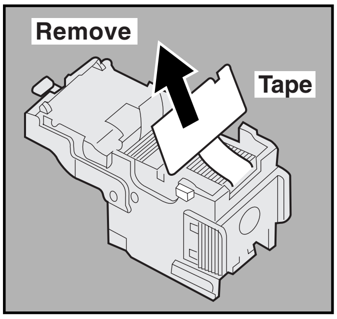
3


Staple Cartridge
Pull out

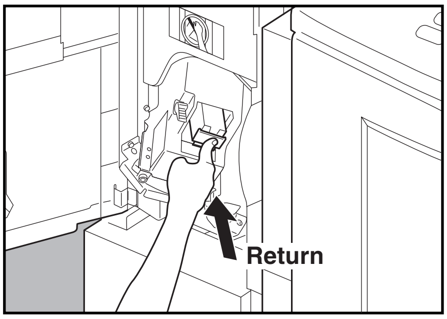
4


New
②
① Empty

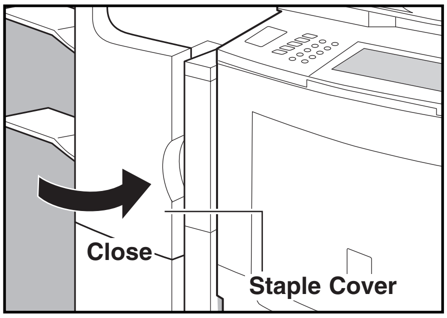
5


Remove
Tape

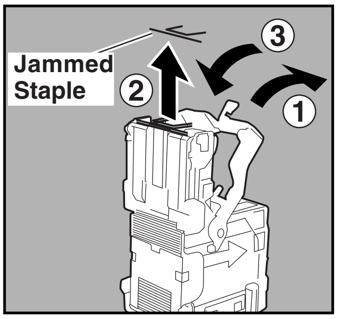
6



7


Close
Staple Cover

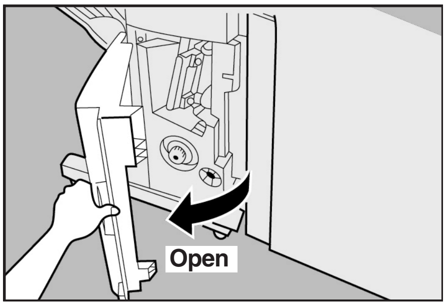
8 Follow the steps 11 to 13 on page 58 to check the staple operation.


Jammed Staple
②
③
①

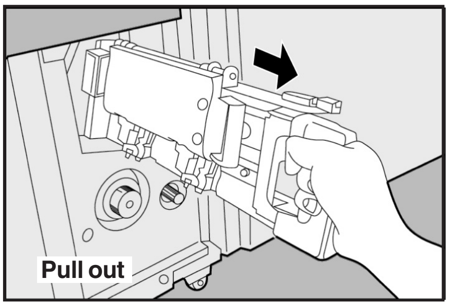
- **When the Staple jams**
  The following message will be displayed on the Touch Panel Display: "Can Not Complete Confirm Staple Unit"

■ When supplying the 2-bin Saddle-Stitch Finisher Unit with staples (DA-FS605 only)

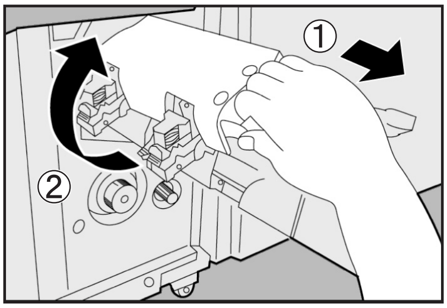
1



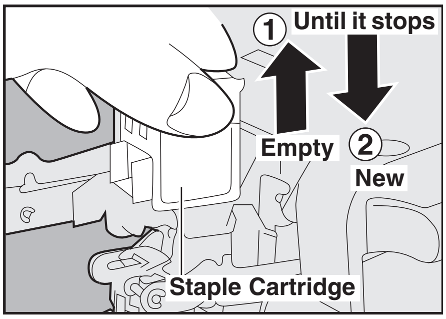
2



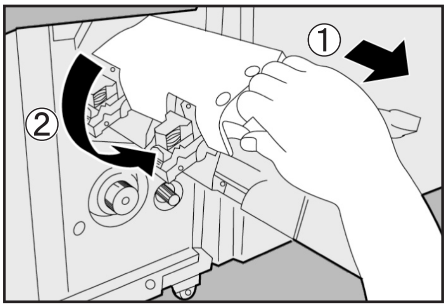
3



4


① Until it stops
Empty
② New
Staple Cartridge

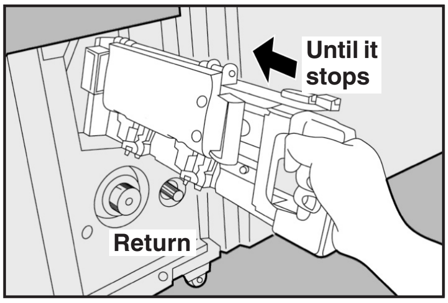
5



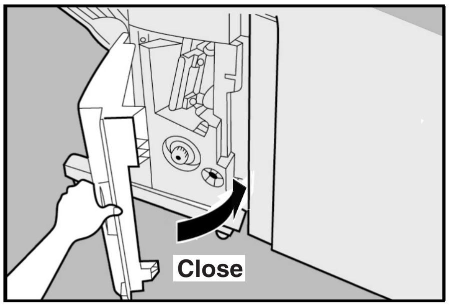
<Continue on the next page...>

Replacing the Staple Cartridge

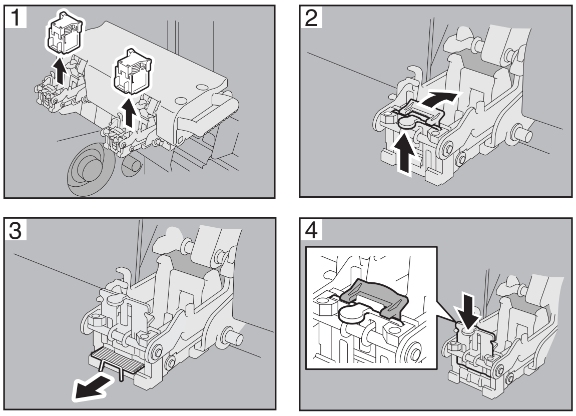
6


Until it stops
Return

7



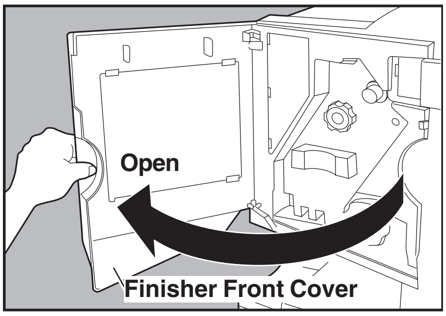
8 Follow the steps 11 to 13 on page 58 to check the staple operation.



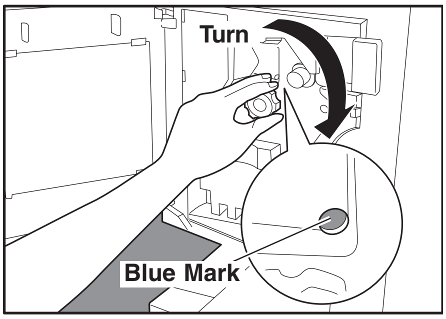
- **When the Staple jams**
  The following message will be displayed on the Touch Panel Display: "Can Not Complete Confirm Staple Unit"

■ 1-Bin Saddle-Stitch Finisher (DA-FS355A)

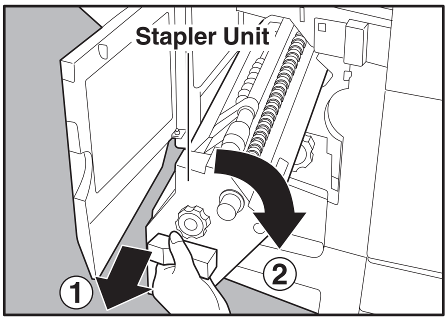
1


Open
Finisher Front Cover

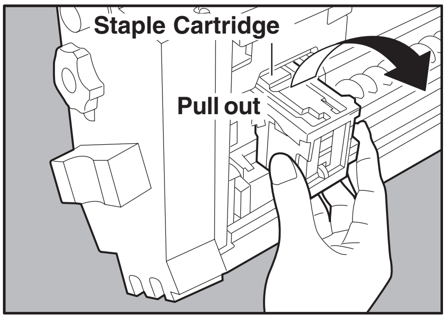
2


Turn
Blue Mark

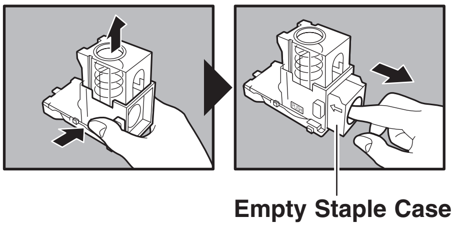
3


Stapler Unit
①
②

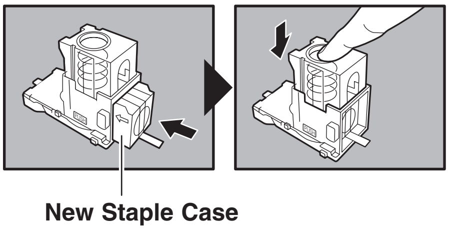
4


Staple Cartridge
Pull out

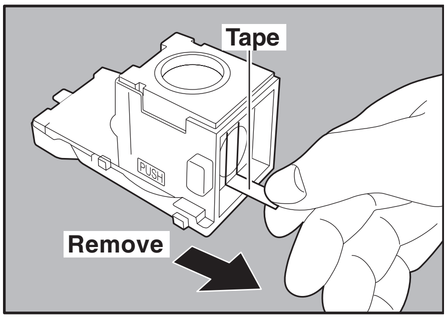
5


Empty Staple Case

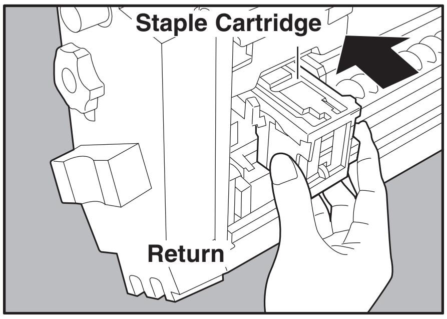
6


New Staple Case

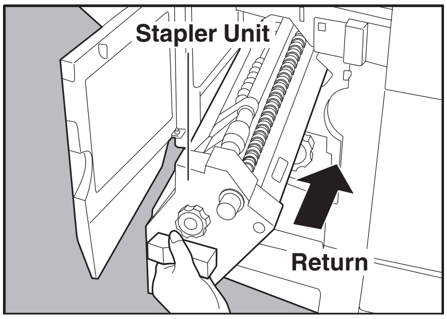
7


Tape
Remove

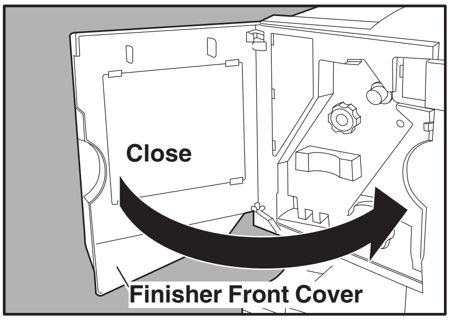
8


Staple Cartridge
Return

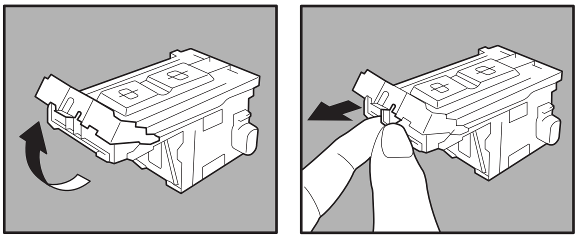
9


Stapler Unit
Return

10


Close
Finisher Front Cover

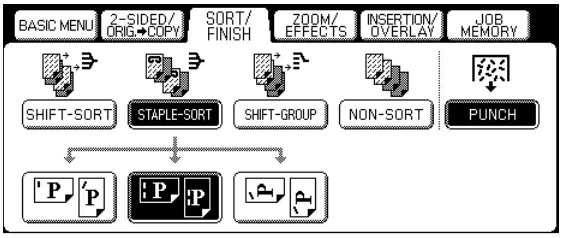
11 Follow the steps 11 to 13 on page 58 to check the staple operation.



- **When the Staple jams**
  The following message will be displayed on the Touch Panel Display: “Can Not Complete Confirm Staple Unit”

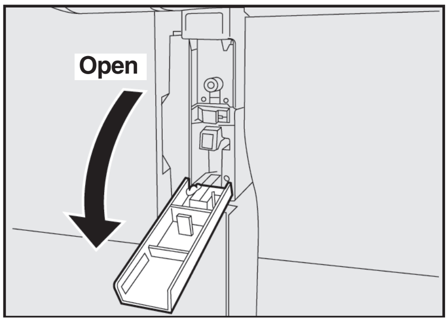
Dispose of the Punch Hole Residue

When the punch hole container is full, the punch hole crust indicator will be shown on the display.

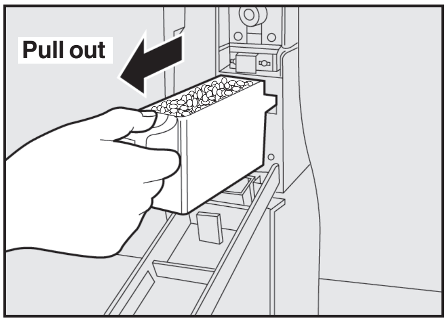

BASIC MENU
2-SIDED/ ORIG.➔COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
SHIFT-SORT
STAPLE-SORT
SHIFT-GROUP
NON-SORT
PUNCH

■ DA-FS600/FS605 with optional Punch Unit (DA-SP31)

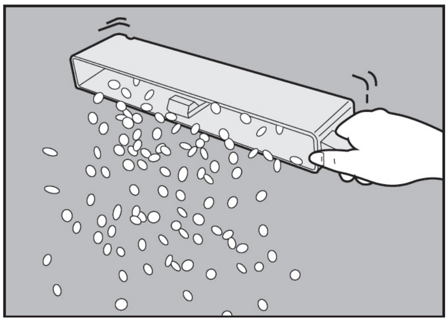
1



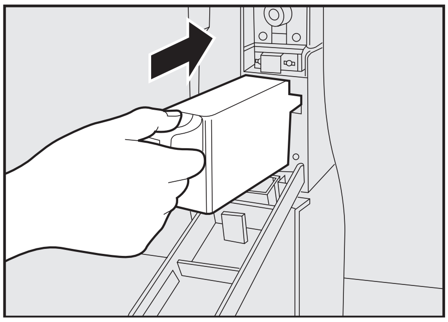
2



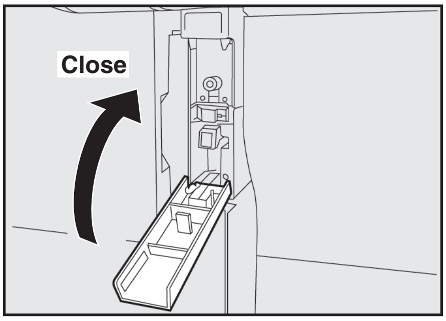
3



4

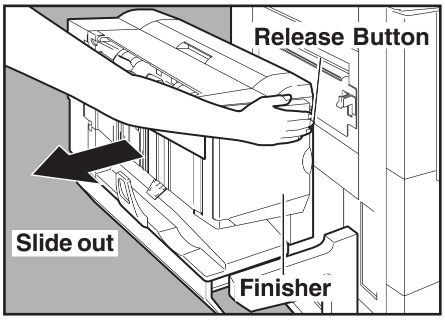


5

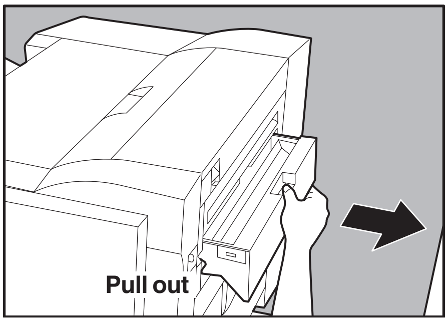


■ DA-FS355A with optional Punch Unit (DA-SP41)

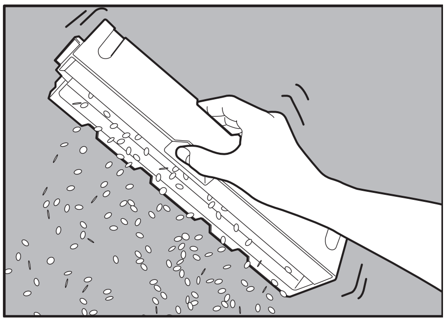
1


Release Button
Slide out
Finisher

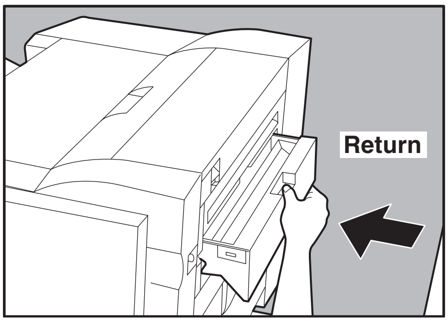
2



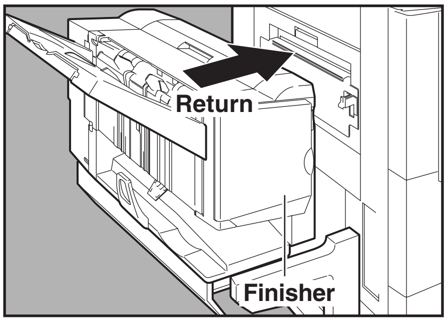
3



4

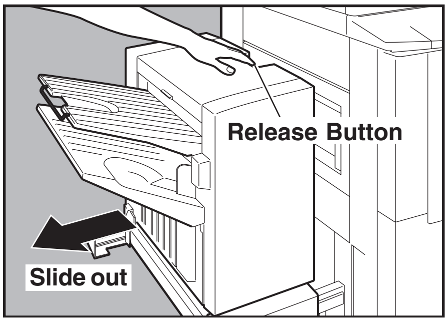


5

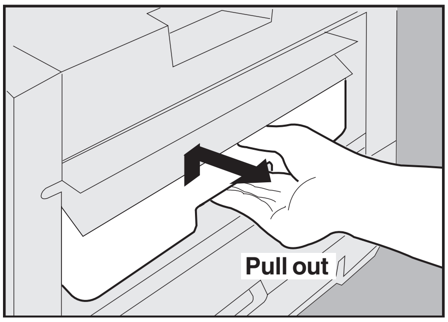

Return
Finisher

■ DA-FS330

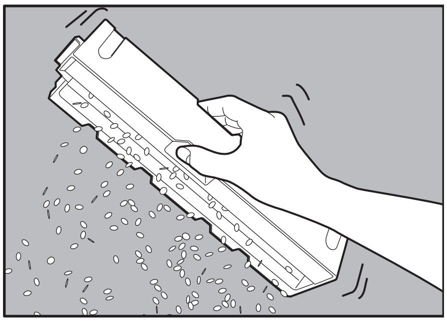
1


Release Button
Slide out

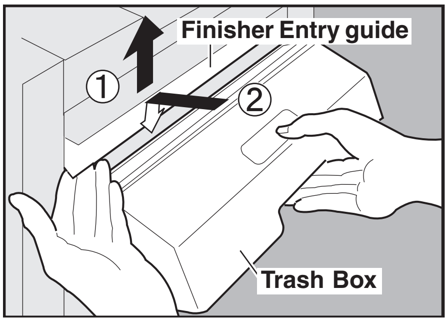
2



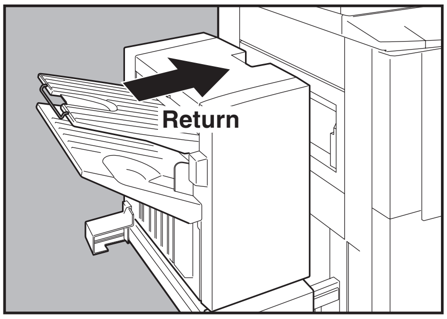
3



4


Finisher Entry guide
①
②
Trash Box

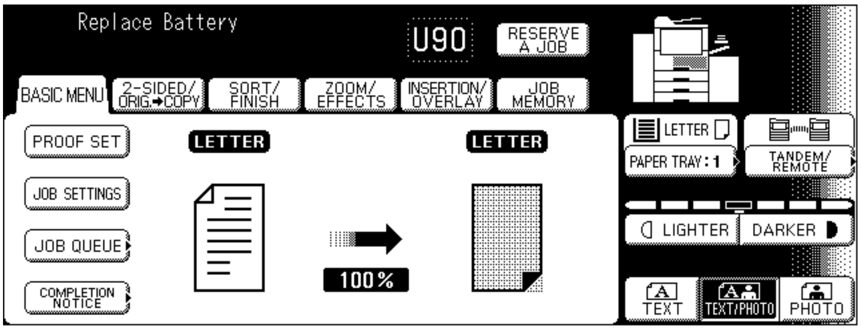
5



Replacing the Battery

■ Replacing the Battery

The copier has an internal battery (Product No.: CR2032) which maintains the date and time.
In the event, the battery requires replacement, the following message will be displayed.
The service life of the battery is approximately 1 year under normal use.



Replace Battery

U90
RESERVE A JOB
BASIC MENU
2-SIDED/ ORIG.➔COPY
SORT/ FINISH
ZOOM/ EFFECTS
INSERTION/ OVERLAY
JOB MEMORY
PROOF SET
JOB SETTINGS
JOB QUEUE
COMPLETION NOTICE
LETTER
LETTER
100%
LETTER
PAPER TRAY : 1
TANDEM/ REMOTE
LIGHTER
DARKER
TEXT
TEXT/PHOTO
PHOTO

⚠ CAUTION

- THIS PRODUCT CONTAINS A LITHIUM BATTERY. REPLACE ONLY WITH THE SAME OR EQUIVALENT TYPE. IMPROPER USE OR REPLACEMENT MAY CAUSE OVERHEATING, RUPTURE OR EXPLOSION RESULTING IN INJURY OR FIRE. DISPOSE OF USED BATTERIES ACCORDING TO THE INSTRUCTIONS OF YOUR LOCAL WASTE OFFICIALS AND LOCAL REGULATIONS.
- Be sure to use the specified type of battery only.
- Ensure that the battery is installed with correct polarity.

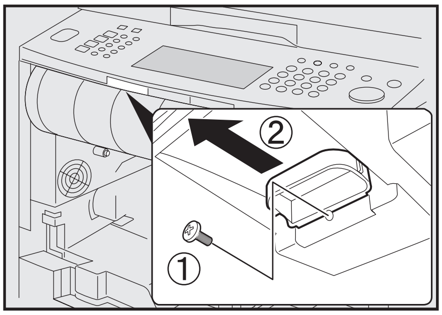
⚠ WARNING

- Keep the battery away from small children.

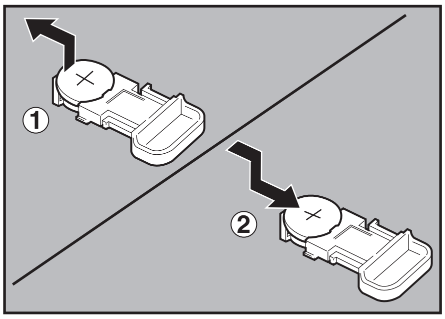
■ Notice: California only:

This product contains a CR Coin Cell Lithium Battery which contains Perchlorate Material - special handling may apply. See www.dtsc.ca.gov/hazardouswaste/perchlorate

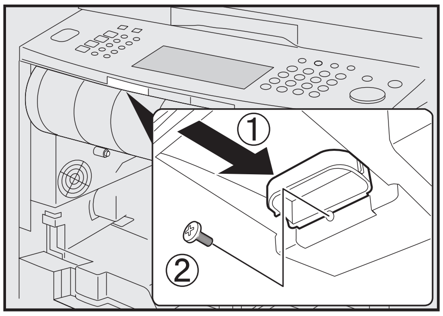
1 Open the Front Cover.
Remove the Screw and Holder.



2



3 Reinstall the Holder and Screw.



NOTE

- Battery Holder is placed behind the print data LED.

Specifications

DP-8060/8045/8035 (Copier)

Type	Semi Console
Platen Type	Fixed
Acceptable Original	Sheets, Books (max. Ledger)
Copying Method	Laser Electrophotography
Fixing Method	Heat Roller Fixing
Imaging Method	Dry-Type Two components imaging
Resolution	Maximum: 600 dpi
Operation Panel	Touch Panel Display
Maximum Copy Size	Ledger - Invoice via Paper Tray
Void Area	Max. 0.2" (5 mm)
Warm Up Time	DP-8060/8045 : Approx. 180 seconds (68 °F/20 °C) DP-8035 : Approx. 30 seconds (68 °F/20 °C)
First Copy Time (Letter ▯, from 1st Tray, platen)	DP-8060 : Approx. 3.5 seconds DP-8045 : Approx. 4.5 seconds DP-8035 : Approx. 5.8 seconds
Multi-Copy Speed	DP-8060 : 60 cpm (Letter size) DP-8045 : 45 cpm (Letter size) DP-8035 : 35 cpm (Letter size)
Enlargement Ratios	Preset: 121 %, 129 %, 155 %, 200 % Variable: from 101 - 400 % in 1 % increments
Reduction Ratios	Preset: 79 %, 77 %, 65 %, 61 %, 50 % Variable: from 99 - 25 % in 1 % increments
Paper Feed	Paper Tray (1550 sheets + 550 sheets) + Sheet Bypass (50 sheets) + System Console (1100 sheets)
Paper Weight	Paper Tray: 16 - 24 lb (Bypass: 15 - 35 lb)
Quantity Selector	Maximum: 999 sheets (Optional Exit Tray capacity is 250 sheets)
Electrical Consumption	120 V AC, 60 Hz, 12 A
Energy Consumption	Less than 1.45 kW
Dimensions (W x D x H)	23.6" (W) x 29.8" (D) x 35.4" (H) (600 x 757 x 900 mm)
Weight	DP-8060/8045 : 302 lb (137 kg) DP-8035 : 295 lb (134 kg)
Operating Environment	Temperature: 50 - 86 °F (10 - 30 °C); Relative Humidity: 30 - 80 % (However, the humidity should be 70 % or less at a temperature of 86 °F (30 °C), and the temperature should be 80 °F (27 °C) or less at a humidity level of 80 %.)

- Specifications are subject to change without notice.

Modes	**Power Consumption** (Measured 68 °F/20 °C)	**Warm Up Time**
Power Saver Mode	DP-8060 : Approximately 200 W DP-8045 : Approximately 190 W DP-8035 : Approximately 60 W	DP-8060/8045/8035 : Min. 30 sec. recovery
Sleep Mode	Approximately 35 W	DP-8060/8045 : 180 sec. recovery DP-8035 : 30 sec. recovery
Shutdown Mode	Below 4 W	DP-8060/8045 : 180 sec. recovery DP-8035 : 30 sec. recovery

Specifications

i-ADF[*1] (Standard)

Tray Capacity	Letter: Maximum 85 sheets (20 lb: 75 g/m²) Invoice/Legal/Ledger: Maximum 70 sheets (20 lb: 75 g/m²)
Paper Size	Invoice/Letter/Legal/Ledger
Paper Weight	14 - 28 lb (50 - 105 g/m²)/1-sided 17 - 28 lb (64 - 105 g/m²)/2-sided
Electrical Requirements	Supplied from copier
Dimensions (W x D x H)	23.6 x 23.0 x 5.9 in (600 x 583 x 151 mm)

[*1] inverted-ADF

Printer Unit

Printing Speed:	DP-8060: Up to 60 sheets/minute DP-8045: Up to 45 sheets/minute DP-8035: Up to 35 sheets/minute
Resolution (dots per inch):	Max. 1200 x 600 dpi
Interface:	Ethernet (10Base-T/100Base-TX) Parallel Port
Applicable OS:	Windows 98[*1], Me[*2], NT 4.0[*3] (with service pack 3 or later is required), 2000[*4], XP[*5], Server 2003[*6]

[*1] Microsoft® Windows® 98 operating system
[*2] Microsoft® Windows® Millennium Edition operating system
[*3] Microsoft® Windows NT® operating system Version 4.0
[*4] Microsoft® Windows® 2000 operating system
[*5] Microsoft® Windows® XP operating system
[*6] Microsoft® Windows Server® 2003 operating system

System Console 1 (DA-DS603)

Combination	Paper Tray x 1 Storage Tray x 1
Paper Size	Invoice/Letter/Letter-R/Legal/Ledger
Paper Weight	16 - 24 lb (60 - 90 g/m²)
Paper Capacity	Maximum 550 sheets x 1: 20 lb (75 g/m²)
Electrical Requirements	Supplied from copier
Dimensions (W x D x H)	23.6 x 28.7 x 11.4 in (600 x 730 x 290 mm)
Weight	64 lb (29 kg)
Applicable Models	DP-8060/8045/8035

System Console 2 (DA-DS604)

Combination	Paper Tray x 2
Paper Size	Invoice/Letter/Letter-R/Legal/Ledger
Paper Weight	16 - 24 lb (60 - 90 g/m²)
Paper Capacity	Maximum 550 sheets x 2: 20 lb (75 g/m²)
Electrical Requirements	Supplied from copier
Dimensions (W x D x H)	23.6 x 28.7 x 11.4 in (600 x 730 x 290 mm)
Weight	66 lb (30 kg)
Applicable Models	DP-8060/8045/8035

For G3 Facsimile (Option) [DA-FG600]

Compatibility	ITU-T Group 3
Coding Scheme	JBIG, MH, MR, MMR (Conforms to ITU-T Recommendations)
Modem Type	ITU-T V.34, V.17, V.29, V.27 ter and V.21
Modem Speed	2,400 - 33,600 bps
Document Size	Ledger/Legal/Letter/Letter-R/Invoice/Invoice-R Max : Platen Glass : 11" x 17" (Ledger) ADF : 11" (Original's Width) Min : Platen Glass : No Minimum ADF : 5.5" x 8.5" (Invoice)
Scanning Method	Sheet Feeding with CCD type image sensor
Effective Scanning Width	10.8" (274 mm)
Scanner Resolution	**Horizontal** **Standard and Fine Resolution** : 203 pels/inch (8 pels/mm) **Super Fine Resolution** : 406 pels/inch (16 pels/mm) **Vertical** **Standard Resolution** : 98 lines/inch (3.85 lines/mm) **Fine Resolution** : 196 lines/inch (7.7 lines/mm) **Super Fine Resolution** : 391 lines/inch (15.4 lines/mm)
Address Book Memory Capacity	1000 stations Each station can register up to 36 digits for each telephone number (including pauses and spaces) and up to 15 characters for each station name
Image Memory Capacity	**Base Memory 3 MB** : 180 pages **with 4 MB Flash Memory Card** : 500 pages **with 8 MB Flash Memory Card** : 820 pages (Based on ITU-T Image No.1 using Standard Resolution)
FCC Registration Number	US: BTLFA15BMGCS02-01
Ringer Equivalence	1.5 B

For Internet Fax (Email) [Standard]

Standard Compliance	10Base-T Ethernet (IEEE 802.3), 100Base-TX Fast Ethernet (IEEE802.3u)
Connector Interfaces	10/100 Base-TX port: RJ-45
Compatibility	IETF RFC 3965, ITU-T T.37
Communication Protocol	TCP/IP, SMTP, POP3, MIME
File Format	TIFF [IETF RFC 3949 Profile S, F, J] PDF
Email Receiving Width	Maximum LEDGER size

Specifications

3000-Sheet Tray (LCT) (DA-MA301)

Paper Size	Letter (Letter-R/Legal with optional DA-TK31)
Paper Weight	16 - 24 lb (60 - 90 g/m^2)
Paper Capacity	Maximum 3000 sheets x 20 lb (75 g/m^2)
Electrical Requirements	Supplied from copier
Dimensions (W x D x H)	11.7 x 17.5 x 19.9 in (295 x 445 x 505 mm)
Weight	33 lb (15 kg)
Applicable Models	DP-8060/8045/8035

Letter-R/Legal Size Adaptor for 3000-Sheet Tray (LCT) (DA-TK31)

Paper Size	Letter-R/Legal
Paper Weight	20 lb (75 g/m^2)
Paper Capacity	Letter-R : Maximum 2500 sheets Legal : Maximum 1500 sheets
Applicable Model	DP-8060/8045/8035

2-Bin Finisher (DA-FS600)

Mode		Non-sort/Sort/Staple
Paper Size		Invoice/Letter/Letter-R/Legal/Ledger
Paper Weight		16 - 35 lb (60 - 135 g/m^2): Non-sort mode
Paper Capacity		Maximum: 1000 sheets / 30 set (Stapling mode)
Staple	**Paper Size**	Letter/Letter-R/Legal/Ledger
	Paper Weight	17 - 21 lb (64 - 80 g/m^2)
	Capacity	2-50 sheets: Letter (20 lb: 75 g/m^2) 2-30 sheets: Letter-R/Legal/Ledger (20 lb: 75 g/m^2)
	Point	Rear 1/Front 1/Middle 2-Point Staple
Electrical Requirements		Supplied from copier
Dimensions (W x D x H)		26.4 x 24.2 x 59.1 in (670 x 613 x 1500 mm)
Weight		70 lb (32 kg)
Applicable Models		DP-8060/8045

2-Bin Saddle-Stitch Finisher (DA-FS605)

Mode	**1 Bin and 2 Bin**	Non-sort/Sort/Staple
	Stitch Tray	Saddle-Stitch
Paper Size	**1 Bin and 2 Bin**	Invoice/Letter/Letter-R/Legal/Ledger
	Stitch Tray	Letter-R/Ledger
Paper Weight		16 - 35 lb (60 - 135 g/m^2): Non-sort mode
Paper Capacity	**1 Bin and 2 Bin**	Maximum: 1000 sheets / 30 set (Stapling mode)
	Stitch Tray	Maximum: 30 set
Staple	**Paper Size**	Letter/Letter-R/Legal/Ledger
	Paper Weight	17 - 21 lb (64 - 80 g/m^2)
	Capacity	2 - 50 sheets: Letter (20 lb: 75 g/m^2) 2 - 30 sheets: Letter-R/Legal/Ledger (20 lb: 75 g/m^2)
	Point	Rear 1/Front 1/Middle 2-Point Staple
Saddle-Stitch	**Paper Size**	Letter-R/Ledger
	Paper Weight	17 - 21 lb (64 - 80 g/m^2)
	Stack	11 - 15 sheets: 10 sets/6 - 10 sheets: 15 sets/2 - 5 sheets: 25 sets
Electrical Requirements		Supplied from copier
Dimensions (W x D x H)		26.4 x 24.2 x 59.1 in (670 x 613 x 1500 mm)
Weight		114 lb (52 kg)
Applicable Models		DP-8060/8045

Punch Unit (DA-SP31) [for DA-FS600/605]

Paper Size	Letter/Ledger : 3-hole / Letter-R/Legal : 2-hole
Paper Weight	17 - 35 lb (64 - 133 g/m^2)
Applicable Models	DP-8060/8045

2-Bin Finisher (DA-FS330) (1/2)

Mode	**1 Bin**	Non-sort/Sort
	2 Bin	Non-sort/Shift-Sort (Letter Portrait only)/Staple (Letter Portrait only)
Paper Size	**1 Bin**	Invoice/Letter/Letter-R/Legal/Ledger
	2 Bin	Letter
Paper Weight		16 - 35 lb (60 - 135 g/m^2): Non-sort mode
Paper Capacity	**1 Bin**	100 sheets
	2 Bin	Maximum: 1000 sheets / 30 set (Stapling mode)
Staple	**Paper Size**	Letter
	Paper Weight	17 - 21 lb (64 - 80 g/m^2)
	Capacity	2 - 30 sheets: 20 lb (75 g/m^2)
	Point	1-Point Staple

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2-Bin Finisher (DA-FS330) (2/2)

Punch	**Paper Size**	Letter/Ledger: 3-hole
	Paper Weight	16 - 28 lb (60 - 105 g/m^2)
Electrical Requirements		Supplied from copier
Dimensions (W x D x H)		16.6 x 20.5 x 17.0 in (420 x 520 x 430 mm)
Weight		33 lb (15 kg)
Applicable Model		DP-8035

1-Bin Saddle-Stitch Finisher (DA-FS355A)

Mode	**Bin**	Non-sort/Sort/Staple
	Stitch Tray	Saddle-Stitch
Paper Size	**Bin**	Invoice/Letter/Letter-R/Legal/Ledger
	Stitch Tray	Letter-R/Ledger
Paper Weight		16 - 35 lb (60 - 135 g/m^2): Non-sort mode
Paper CapacityBin	**Bin**	Maximum: 1000 sheets / 30 set (Stapling mode)
	Stitch Tray	Maximum: 20 set
Staple	**Paper Size**	Letter/Letter-R/Legal/Ledger
	Paper Weight	17 - 21 lb (64 - 80 g/m^2)
	Capacity	2 - 50 sheets: Letter/Letter-R (20 lb 75 g/m^2) 2 - 25 sheets: Legal/Ledger (20 lb 75 g/m^2)
	Point	Rear 1/Front 1/Middle 2-Point Staple
Saddle-Stitch	**Paper Size**	Letter-R/Ledger
	Paper Weight	17 - 21 lb (64 - 80 g/m^2)
	Stack	6 - 10 sheets: 10 sets/1 - 5 sheets: 20 sets
Electrical Requirements		Supplied from copier
Dimensions (W x D x H)		21.7 x 23.7 x 18.3 in (550 x 600 x 464 mm)
Weight		62 lb (28 kg)
Applicable Models		DP-8045/8035

Punch Unit (DA-SP41) [for DA-FS355A]

Paper Size	Letter/Ledger : 3-hole Letter-R/Legal : 2-hole
Paper Weight	17 - 35 lb (64 - 133 g/m^2)
Applicable Model	DP-8045/8035

Option and Supplies

Part Name	Part No.	Remarks
Deluxe Stand	DA-D351R	For USA/Canada only
Deluxe Stand (Short)	DA-D352R	For USA/Canada only
System Console 1	DA-DS603	550 Sheet Paper Tray x 1
System Console 2	DA-DS604	550 Sheet Paper Tray x 2
3000-Sheet Tray (LCT)	DA-MA301	3000 Sheet Paper Tray
2-Bin Finisher	DA-FS600	For DP-8060/8045
2-Bin Finisher	DA-FS330	For DP-8035
2-Bin Saddle-Stitch Finisher	DA-FS605	For DP-8060/8045
1-Bin Saddle-Stitch Finisher	DA-FS355A	For DP-8045/8035
Punch Unit	DA-SP31	DA-FS600/FS605 for DP-8060/8045
Punch Unit	DA-SP41	DA-FS355A for DP-8045/8035
Exit Tray	DA-XT600	For DP-8060/8045/8035
Letter-R/Legal Size Adaptor for 3000-Sheet Tray	DA-TK31	For DA-MA301
Image Memory (16 MB)	DA-SM16B	For Electronic Sorting
Image Memory (64 MB)	DA-SM64B	For Electronic Sorting
Image Memory (128 MB)	DA-SM28B	For Electronic Sorting
Expansion Flash Memory Card, 4 MB	UE-410047	Additional Page Memory for Fax Communication Board (DA-FG600)
Expansion Flash Memory Card, 8 MB	UE-410048	Additional Page Memory for Fax Communication Board (DA-FG600)
Printer Controller Module	DA-PC800	Printer Controller for PCL6* Emulation
Multi Page Description Language Controller Module	DA-MC800	Printer Controller for PCL6/PS3*
Fax Communication Board	DA-FG600	G3 Fax/Tel communication
Data Security Kit	DA-SC01	
DD Server Software	DA-WS20	For DD Server function
Accounting Software	DA-WA10	For Accounting function
Document Distribution System	DA-WR10	For Document Distribution function
Document Distribution System Unlock Key	DA-UK10	For DDS (DA-WR10)
Staple Cartridge	FQ-SS66	Staple Cartridge Refills (3) for DA-FS605/600
Staple Cartridge	FQ-SS50	Staple Cartridge Refills (3) for DA-FS605 (Saddle-Stitch)
Staple Cartridge	DQ-SS35	Staple Cartridge Refills (3) for DA-FS355A
Staple Cartridge	FQ-SS32	Staple Cartridge Refills (3) for DA-FS330
Toner	DQ-TU33R	Toner for DP-8045/8035
Toner	DQ-TU38R	Toner for DP-8060

NOTE

- PCL6 is a Page Description Language of the Hewlett-Packard Company.
  PS3 is a Page Description Language of the Adobe System Company.
- F-ROM 8MB Expansion Board (DA-EM600) is included with the PCL6 and PCL6/PS3 options.

Multi-Tasking Job Table

Current Job 2nd Job	Copy	Concurrent Copy*		Network Scanning		GDI/PCL/PS Printing		Facsimile (Sending)		Facsimile (Receiving)	
		Storing Document	Printing	Storing Document	Transmission to PC	Receiving Data	Printing Received Data	Storing Document	Memory Transmission	Memory Receiving	Printing Received Memory Data
Copy											
Copy	—	—	×	—	—	●	△	—	●	●	△
Concurrent Copy*											
Storing Document	—	—	●	—	—	●	●	—	●	●	●
Printing	—	—	☆	—	●	●	☐	—	●	●	☆
Network Scanning											
Storing Document	—	—	—	—	—	●	●	—	●	●	●
GDI/PCL/PS Printing											
Receiving Data	●	●	●	●	●	●*	●	●	●	●	●
Printing Receive Document	☆	☆	☆	●	●	●	☆	●	●	●	☆
Facsimile (Sending)											
Storing Document	—	—	—	—	—	●	●	—	●	●	●
Memory Transmission	●	●	●	●	●	●	●	●	×	×	●
Facsimile (Receiving)											
Memory Receiving	●	●	●	●	●	●	●	●	×	—	●
Printing Received Memory Data	☆	☆	☆	●	●	●	☆	●	●	●	☆

● : Accepts and executes 2nd Job.
△ : Accepts and executes 2nd Job (Copy) only if Current Job has been interrupted.
☆ : Accepts 2nd Job and executes the 2nd Job after Current Job has completed.
☐ : Accepts 2nd Job (Concurrent copy printing) and executes the 2nd Job after Current Job (Printing from PC data) has stopped, or at the end of a printing Copy (Electronic/Rotate/Shift/Staple Sort) or the end of a printing Group (Rotate/Shift Stack). After 2nd Job has completed, the remains of Current Job will restart.
For example:
Current Job (PC print): 2 pages x 2 copies with staple sort; 2nd Job (Concurrent Copy): 1 page
> After one operator sets Current Job, another operator sets 2nd Job. ① 2 pages print stapled (PC print); ② 1 page prints (Concurrent Copy); ③ 2 pages print with staple (PC print)
× : Not accepts the 2nd Job.
— : None

NOTE

✻: Additional 16MB (minimum) Image memory are required.

FCC Notice

■ For Users in USA

⚠ **WARNING**

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the Operating Guide, may cause harmful interference to radio communications.
Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his/her own expense.

Any unauthorized changes or modifications to this equipment would void the users authority to operate this device.

Warning: To assure continued compliance, use only shielded interface cable when connecting the facsimile machine parallel interface port to host computer. Also, any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

(1)This device may not cause harmful interference, and
(2)This device must accept any interference received, including interference that may cause undesired operation.

Responsible Party : Panasonic Corporation of North America
One Panasonic Way, Secaucus, NJ 07094

FCC Inquiries Only : Panasonic Digital Document Company/Technical Support Department
Three Panasonic Way, Secaucus, NJ 07094
1-800-225-5329 (see Note below)
Email: consumerproducts@panasonic.com

Note: For Technical Support, please contact your Authorized Panasonic selling dealer.
This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the rear panel of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXX. If requested, this number must be provided to the telephone company.

Ask your telephone company or installer to install the jack suitable for your device if such is not available.

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See installation instructions for details.

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. The REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3).

If your telephone equipment causes harm to the telephone network, the Telephone Company may discontinue your service temporarily. If possible, they will notify you in advance. But if advance notice isn't practical, you will be notified as soon as possible. You will be informed of your right to file a complaint with FCC.

Your telephone company may make changes in it's facilities, equipment, operations or procedures that could affect the proper functioning of your equipment. If they do, you will be notified in advance to give you an opportunity to maintain uninterrupted telephone service.

<Continue on the next page...>

FCC Notice

If you experience trouble with this telephone equipment, please contact the manufacturer's authorized service agency for information on obtaining service or repairs. The telephone company may ask that you disconnect this equipment from the network until the problem has been corrected or until you are sure that the equipment is not malfunctioning.
For protection against the risk of electric shock, always disconnect all cables from the wall outlet before servicing, modifying or installing the equipment.

This equipment may not be used on coin service provided by the telephone company nor connected to party lines. Connection to party line service is subject to state tariffs. (Contact the state public utility commission, public service commission or corporation commission for information.)

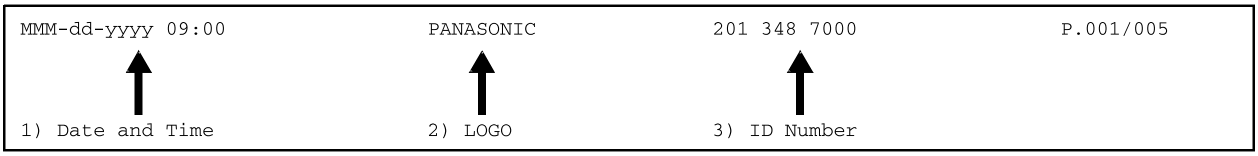
If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your company or a qualified installer.

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via telephone facsimile machine unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of transmission the following information:

1. Date and Time of transmission; and,
2. Identification of either business, business entity or individual sending the message: and,
3. Telephone number of either the sending machine, business, business entity or individual.

In order to program this information into your facsimile machine, you should refer to the Operating Instructions For Facsimile and Internet Fax/Email Functions to complete the steps.

Example of Header Format (LOGO, ID Number setting)



■ For Users in Canada

⚠ CAUTION

Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

⚠ Avertissement

L’utilisateur ne doit pas tenter de faire ces raccordements lui-même; il doit avoir recours à un service d’inspection des installations électriques, ou à un électricien, selon le cas.

NOTICE

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to this equipment should be made by an authorized Canadian maintenance facility designated by supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

Avis

Avant d’installer ce matériel, l’utilisateur doit s’assurer qu’il est permis de le raccorder aux installations de l’entreprise locale de télécommunication. Le matériel doit également être installé en suivant une méthode acceptée de raccordement. L’abonné ne doit pas oublier qu’il est possible que la conformité aux conditions énoncées ci-dessus n’empêche pas la dégradation du service dans certaines situations.

Les réparations de matériel homologué doivent être effectuées par un centre d’entretien canadien autorisé désigné par le fournisseur. La compagnie de télécommunications peut demander à l’utilisateur de débrancher un appareil à la suite de réparations ou de modifications effectuées par l’utilisateur ou à cause de mauvais fonctionnement.

Pour sa propre protection, l’utilisateur doit s’assurer que tous les fils de mise à la terre de la source d’énergie électrique, des lignes téléphoniques et des canalisations d’eau métalliques, s’il y en a, sont raccordé ensemble. Cette précaution est particulièrement importante dans les régions rurales.

NOTICE

This equipment meets the applicable Industry Canada Terminal Equipment Technical Specifications. This is confirmed by the registration number. The abbreviation, IC, before the registration number signifies that registration was performed based on a Declaration of Conformity indicating that Industry Canada technical specifications were met. It does not imply that Industry Canada approved the equipment.

On the rear panel of this equipment is a label that contains, among other information, the Registration Number and Ringer Equivalence Number (REN) for this equipment.

The REN assigned to each terminal equipment provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the Ringer Equivalence Numbers of all devices does not exceed five.

Avis

Le présent matériel est conforme aux spécifications techniques d’Industrie Canada applicables au matériel terminal. Cette conformité est confirmée par le numéro d’enregistrement. Le sigle IC, placé devant le numéro d’enregistrement, signifie que l’enregistrement s’est effectué conformément à une déclaration de conformité et indique que les spécifications techniques d’Industrie Canada ont été respectées. Il n’implique pas qu’Industrie Canada a approuvé le materiel.

Sur le panneau arrière de cet appareil se trouve une étiquette, sur laquelle est indiqué, entre autres, le numéro d’enregistrement et le Numéro d’Equivalence de Sonnerie (REN) pour cet appareil.

L’IES assigné à chaque dispositif terminal indique le nombre maximal de terminaux qui peuvent être raccordés à une interface téléphonique. La terminaison d’une interface peut consister en une combinaison quelconque de dispositifs, à la seule condition que la somme d’indices d’équivalence de la sonnerie de tous les dispositifs n’excède pas 5.

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Glossary

Address Book	The Address Book is a convenient directory that stores contact Phone Numbers and Email Addresses for easy retrieval at a future time.
Address Book Dialing	A dialer that enables you to dial an entire Telephone Number/Email Address by pressing one key.
ADF (Automatic Document Feeder)	The mechanism that delivers a stack of document pages to the scanner one page at a time.
CD-ROM	CD-ROM media is read-only media that holds about 650 MB of data. It's generally accepted as the easiest way to distribute software. CD-ROM drives can also read audio CDs even though they are in a different format than standard CD-ROM media.
Contrast	Signifies the scanning sensitivity in terms of lightness and darkness of your original pages. The degree of color or darkness of an image or photograph.
DDS (Document Distribution System)	The ***D**ocument **D**istribution **S**ystem* automatically distributes received data (scanner data, data received via FAX, and data received via Internet Fax) to specified recipients via a predefined delivery mechanism. The system administrator uses the system to specify the delivery mechanisms and the recipients.
Dept. Code (Department Code)	This operation requires the user to input a preset number of digits (Department Code) before being given access to a function of the machine such as transmission for example. The Department Name of selected Department Code is printed on the Header of each page sent, Cover Sheet, Comm. Journal and Individual Transmission Journal.
DHCP	***D**ynamic **H**ost **C**onfiguration **P**rotocol* - a standard method for assigning IP addresses automatically to the devices on a TCP/IP network. As a new device connects, the DHCP server assigns an IP address from a list of available addresses. The device retains this IP address for the duration of the session - once the device disconnects the IP address becomes available for use again.
Disk Drive	A peripheral storage device that holds, spins, reads and writes magnetic or optical disks. It may be a receptacle for disk cartridges, disk packs or floppy disks, or it may contain non-removable disk platters like most hard disks.
dpi	Abbreviation of ***d**ots **p**er **i**nch*, which indicates the resolution of images. The more dots per inch, the higher the resolution. A common resolution for laser printers is 600 dots per inch. This means 600 dots across and 600 dots down, so there are 360,000 dots per square inch.
Drum	Along with the laser, this is one of the basic components of a laser printer. A light-sensitive drum on which the image is generated by the laser beam as the pattern of an electric charge. The toner particles adhere to this pattern after the drum has brushed against the developing roller. (a.k.a. OPC Drum)
Fax Board	In a multi-functional device, this is a Fax capability built onto a printed circuit board which can send and receive facsimiles. The multi-functional device is normally able to scan a document and transmit it over a phone line to another fax machine. Also, it can receive faxes from other machines and print them out.
FTP	Short for ***F**ile **T**ransfer **P**rotocol*, the protocol for exchanging files over the Internet. FTP works in the same way as HTTP for transferring Web pages from a server to a user's browser and SMTP for transferring electronic mail across the Internet in that, like these technologies, FTP uses the Internet's TCP/IP protocols to enable data transfer. FTP is most commonly used to download a file from a server using the Internet or to upload a file to a server (Ex: uploading a Web page file to a server).
G3 (Group 3)	Refers to the standards and transmission capabilities of the current generation of facsimile machines.

HDD (Hard Disk Drive)	The physical component of a PC which performs the basic operations on the hard disk-including rotating the disk and reading/writing data to the disk.
Install	To add hardware or load a software application onto your multi-functional machine/computer.
Internet	The Internet is a vast collection of inter-connected networks that all use the TCP/IP protocols, on which you can send an electronic email, chat to people electronically or search for information on almost any subject you care to think of. Quite simply it is a "network of computer networks".
Internet FAX	The Internet fax uses the Internet to send faxes. The transmission and reception take place via store-and-forward mode on the Internet using Internet email. In store-and-forward mode the facsimile protocol stops at the gateway to the Internet and is reestablished at the gateway leaving the Internet.
JPEG	Short for ***J**oint* ***P**hotographic* ***E**xperts* ***G**roup*, and pronounced jay-peg. JPEG is a lossy compression technique for color images. Although it can reduce file size to about 5 % of their normal size, some detail is lost in the compression. JPEG is a graphical format that is widely used in WWW pages.
Key Name	An alternate to the station name that can be programmed for each Address Book dialing key. (By default it displays the first 15 characters of the station name.)
Keypad	A group of numeric keys located on your Control Panel.
LAN (Local Area Network)	A ***L**ocal* ***A**rea* ***N**etwork* is a computer network system and printer limited to an immediate area, such as an Office, Factory, and University used to integrate and exchange data.
LCD	***L**iquid* ***C**rystal* ***D**isplay*. The display area of your machine.
Memory	The term memory identifies data storage that comes in the form of chips, which holds information that your machine needs to use. The word storage is used for memory that exists on disks.
Modem	A device that converts signals from your fax machine into signals that can be transmitted over telephone lines.
Module	A self-contained hardware or software component that interacts with a larger system. Hardware modules are often made to plug into a main system. Program modules are designed to handle a specific task within a larger program.
Network	Any time you connect 2 or more computers together so that they can share resources, you have a computer network. Connect 2 or more networks together and you have an internet.
PC	The ***P**ersonal* ***C**omputer* - Quite Simply a computer designed to be used by one person at a time.
PCMCIA/PC Card	A credit card sized removable module for portable computers. PCMCIA/PC Cards are used to attach modems, network adapters, sound cards, radio transceivers, solid state disks and hard disks to a portable computer.
PCL (Printer Control Language)	The page description language, which has become a de facto standard used in many printers and typesetters. PCL Level 6 streamlines the graphics and font commands, reducing the amount of information that has to be sent to the printer.
PDF	Adobe® ***P**ortable* ***D**ocument* ***F**ormat* is a universal file format that preserves all the fonts, formatting, graphics, and color of any source document, regardless of the application and platform used to create it.

<Continue on the next page...>

Glossary

Protocol	A standard process, a set of rules and conditions that perform a particular function. A word which is very common in PC and Internet Terminology. **Ex:** FTP (File Transmission Protocol), IP Address (Internet Protocol Address), TCP/IP (Transmission Control Protocol/Internet Protocol), POP (Post Office Protocol)
Resolution	This relates to the quality of a viewed image either on the PC Screen or printed output. For printed images the resolutions is measured in dots per inch or DPI. The higher the DPI the better the resolution and better image quality.
SD Card (Secure Digital Memory Card)	A flash memory card that provides secure storage for your machine, which is also popular with handheld devices such as digital cameras, cell-phones, and PDAs.
Sleep Mode	The lowest power state that the machine enters after the specified time without actually turning off.
SMTP (Simple Mail Transfer Protocol)	An accepted standard used extensively on the Internet for transferring E-mail messages between computers. The standard defines exactly how the message will be sent, any controls, format of the message etc.
Software	Software is basically a series of instructions that causes the PC to do something. The Operating System such as DOS is known as Systems Software. Application Programs such as a Word Processor or Spreadsheet perform the main tasks for which we use the PC.
Station Name	An Alphanumeric ID which can be programmed for each phone number or email address location in the Address Book.
TCP/IP	TCP/IP stands for ***T**ransmission **C**ontrol **P**rotocol/**I**nternet **P**rotocol* and is quite simply a standard set of protocols that govern the basic workings of the Internet that was implemented in 1982. The TCP part is all about ensuring that data is transmitted correctly between 2 computers. If any errors occur these are detected and the data is retransmitted. The data transmitted is split up into small portions called Data packets. The IP part of TCP/IP is how these data packets are moved from one point to another. Each computer on the internet has a unique IP address and the data packets are moved from the source to the destination through many different computers and this is controlled via TCP/IP. This protocol is used on the Internet and also by computers which are part of a LAN.
Thumbnails	A miniature display of a page or an image. Thumbnails enable you to see the layout of many pages/images on the screen at once. Generally, thumbnails are too small to show the actual text/image.
TIFF	***T**agged **I**mage **F**ile **F**ormat*. One of the many different types of File Format used on PC's. An image file format for attachments of graphic data for smooth transmission between different units. The coding method of this format supports the same coding as Modified Huffman (MH) and multiple-page image data.
Toner	A special type of ink used by copy machines and laser printers. Toner consists of a dry, powdery substance that is electrically charged so that it adheres to an invisible image that has been charged onto a drum, plate, or piece of paper with the opposite polarity.
Verification Stamp	A user selectable transmission verification stamp which can be placed on scanned documents that are successfully transmitted or stored in memory.

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